

# EMALAHLENI LOCAL MUNICIPALITY



## PROJECT NO: ELM 39/2020 EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2 TENDER DOCUMENT

NAME OF TENDERER: .....

### PREPARED FOR :

**EMALAHLENI LOCAL MUNICIPALITY**  
CNR Mandela & Arras Street  
P.O. Box 3  
**EMALAHLENI,**  
1035



Telephone: 013 690 6300  
Fax: 013 690 6207  
Contact: Mr. Edwin Sedupane  
e-mail address: sedupaneme@emalahleni.gov.za

### PREPARED BY:

***NKP Consulting Engineers (Pty) Ltd.***  
Plot 76, The Rest Road  
P.O Box 11  
Nelspruit,  
1200



Telephone: 013 492 0492  
Fax: 086 554 6578  
Contact: Mr Keagan Smith  
e-mail address: [info@nkpsa.co.za](mailto:info@nkpsa.co.za)

Tenderer: .....

CIDB Registration Number: .....

Total of the prices inclusive of value added tax: R .....

Amount in words: .....

B-BBEE level of contribution: .....

CSD Registration Number: .....

Preferences claimed for tendered contract participation goal of : NOT APPLICABLE

## EMALAHLENI LOCAL MUNICIPALITY



TENDER NO: ELM 39/2020

### EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2

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Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## EMALAHLENI LOCAL MUNICIPALITY



### TENDER NO: ELM 39/2020 EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2

#### T1.1 PROJECT NOTICE

EMALAHLENI LOCAL MUNICIPALITY MPUMALANGA INVITES TENDERS FOR EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2

It is estimated that tenderers should have a CIDB contractor grading of 7CE, 6CE Potentially Emerging Enterprises who satisfy criteria stated in the Tender Data may submit Tender offers. Preferences are offered to tenderers who have a grading of 7CE or higher or 6CE PE. In the cases of a Joint Venture every member of the Joint Venture should be registered with the CIDB and the lead partner should have a Contractor grading designation in the CE class of construction work and the combined Contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a 7CE class of construction work or a value determined in accordance with Regulation 25 (1B) of 25 (7A) of the Construction Industry Development Regulations.

To prevent the spread of the Covid-19 virus through interactions a non-compulsory virtual clarification meeting with representatives of the Employer will take place on **10 November 2020** starting at 12h00 via Microsoft Teams. Tenderers are required to register for attending the virtual briefing to be conducted by the Clients Representative by sending details (email address and representative name and surname) of the bidding entity to [info@nkpsa.co.za](mailto:info@nkpsa.co.za). A Microsoft Teams invite will be sent to the bidding entities registered not later than **9 November 2020** at 12:00. Minutes of the clarification meeting will be made available (published online) after the clarification meeting on 11 November 2020.

Fully completed tender documents, clearly marked with the “NAME of the Tenderer” must be placed in a sealed envelope and placed in the tender box situated on the first floor, Emalahleni Local Municipality, Civic Centre, Corner Mandela & Arras Street, eMalahleni 1035 or sent via courier services to the above mentioned address. Couriered documents should be delivered to the First Floor, Supply Chain Management Offices at the aforementioned address. The envelope must be endorsed with the bid number, title of the bid and closing date as indicated in the document. Prospective bidders are requested to submit two (2) copies of the tender documents. One copy should be in an electronic format (disk) the other copy should be printed. Both copies

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Contractor

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Employer

Witness 1

Witness 2

should be in one envelope. This request comes as a preventative measure to reduce risks associated with the Covid-19 pandemic..

Tenders will be evaluated in terms of the Supply Chain Management policy of the Emalahleni Local Municipality. The lowest or any tender will not necessarily be accepted and suitably the Emalahleni Local Municipality reserves the right not to consider any tender not suitably endorsed or comprehensively completed, as well as the right to accept the tender in whole or part.

The closing time for receipt of Tenders is **11h00** on Friday, **27 November 2020**.

The following documents must be attached (Bidders that fail to submit documents indicated as compulsory will be disqualified):

- Original certified copy of valid BBBEE certificate (SANAS accredited or Affidavit) – compulsory
- Copy of bank rating – compulsory
- Copy of current municipal account, for company and individual directors/ stakeholders/ trustees (**not older than 3 months**) – copy of lease agreement - compulsory
- CSD summary report – compulsory

Queries relating to the issues of these documents may be addressed to:

Mr E. Sedupane  
Tel No. 013 690 6300  
Fax No. 013 690 6207  
E-mail. [sedupaneme@emalahleni.gov.za](mailto:sedupaneme@emalahleni.gov.za)

Or

Ms Z. Moroku  
Tel No. 013 690 6483  
Fax No. 013 690 6207  
E-mail. [masangonz@emalahleni.gov.za](mailto:masangonz@emalahleni.gov.za)

Or

Mr K. Smith  
Tel No. 013 492 0492  
Fax No. 086 554 6578  
E-mail. [info@nkpsa.co.za](mailto:info@nkpsa.co.za)

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T1.1.2

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Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## EMALAHLENI LOCAL MUNICIPALITY



**TENDER NO: ELM 39/2020**

### **EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2**

#### **T1.2 TENDER DATA**

The conditions of tender are the Standard Conditions of Tender as contained in Annex F of the CIDB Standard for Uniformity in Construction Procurement (Feb 2008) as published in Government Gazette No: 30692, Board Notice 9 of 2008 of 1 February 2008. (See [www.cidb.org.za](http://www.cidb.org.za)).

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.

Clause Number	
F.1.1	<b>The Employer is:</b> <b><i>Emalahleni Local Municipality</i></b> <b><i>P.O Box 3</i></b> <b><i>Emalahleni</i></b> <b><i>1035</i></b>

T1.2.1

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

F.1.2	<p><b>The Tender documents issued by the Employer comprise the following documents:</b></p> <p><b>THE TENDER</b></p> <p><b>Part T1 : Tendering Procedures</b></p> <p><b>T1.1 Project Notice</b></p> <p><b>T1.2 Tender Data</b></p> <p><b>Part T2: Returnable Documents</b></p> <p><b>T2.1 List of Returnable documents</b></p> <p><b>T2.2 Returnable schedules</b></p> <p><b>THE CONTRACT</b></p> <p><b>Part C1: Agreements and Contract Data</b></p> <p><b>C1.1 Form of offer and acceptance</b></p>	
F.1.2	<p>C1.2 Contract Data</p> <p>C1.3 Performance guarantee</p> <p><b>Part C2: Pricing Data</b></p> <p>C2.1 Pricing Instructions</p> <p>C2.2 Bill of Quantities</p> <p><b>Part C3: Scope of Work</b></p> <p>C3 Scope of Work</p> <p><b>Part C4: Site Information</b></p> <p>C4 Site Information</p> <p><b>Part C5 : Relevant Documentation</b></p> <p>Health and Safety Specifications</p> <p>Pro-forma agreement in terms of Occupational Health and Safety Act</p> <p>Notification of construction work</p> <p>Pro-forma contract between contractor and worker</p> <p>Pro-forma attendance register</p> <p>Contract person days calculation format</p> <p>Contractor’s monthly report format</p>	
F1.3	<p><b>Interpretation</b></p> <p>The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these tender conditions.</p>	
F.1.4	<p><b>The Employer’s Agent is:</b></p>	
	<p><b><i>NKP Consulting Engineers (Pty) Ltd</i></b>  <b><i>Tel: 087 285 7788</i></b>  <b><i>Fax: 086 554 6578</i></b></p>	<p><b><i>Portion 76, The Rest Road</i></b>  <b><i>P.O. Box 11</i></b>  <b><i>Nelspruit, 1200</i></b></p>
F.1.5	<p><b>The Employer’s right to accept or reject any tender offer</b></p> <p>The employer has the right not to accept the lowest tender and to accept the whole or part of any tender or not to consider any tender not suitably endorsed is fully reserved by EMALAHLENI LOCAL MUNICIPALITY.</p>	
F.2.2	<p><b>Compensation of tendering</b></p> <p>Accept that the Employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer satisfy requirements.</p>	

T1.2.2

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

F.2.3	<p><b>Check documents</b></p> <p>Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.</p>
F.2.4	<p><b>Confidentiality and copyright</b></p> <p>Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.</p>
F.2.5	<p><b>Reference documents</b></p> <p>Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.</p>
F.2.6	<p><b>Acknowledge Addenda</b></p> <p>Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension of the closing time stated in the tender data, in order to take the addenda into account.</p>
F.2.7	<p><b>Site briefing meeting</b></p> <p>A non-compulsory clarification meeting will be held on:</p> <p style="margin-left: 40px;">Date: Refer to T1.1 TENDER NOTICE AND INVITATION TO TENDER for date and time.</p> <p style="margin-left: 40px;">Location: EMALAHLENI LOCAL MUNICIPALITY                  CNR Mandela &amp; Arras Street                  EMALAHLENI,                  1035</p>
F.2.11	<p><b>Alterations to documents</b></p> <p>Not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations. Erasures and the use of masking fluid are prohibited.</p>

T1.2.3

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

F2.13	<p><b>Submitting tender offer:</b></p> <p>No Tender document will be considered unless submitted on Council’s Official Tender Document. Return all the returnable documents to the employer after completing them. Tenders must be deposited in the tender box clearly marked with project description.</p> <p><b>Tender No: ELM 39/2020-EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2</b></p> <p>Location of tender Box: Main Entrance Ground Floor Emalahleni Local Municipality Building                  Physical Address: EMALAHLENI LOCAL MUNICIPALITY,                  CNR Mandela &amp; Arras Street                  EMALAHLENI,                  1035</p> <p>Telephonic, telegraphic, telex, facsimile or emailed tenders will not be considered</p> <p>All tender received by the EMALAHLENI LOCAL MUNICIPALITY will remain in the Municipality’s possession until after the stipulated closing date and time.</p> <p>Accept that a tender submitted to the employer cannot be withdrawn or substituted. No substitute tenders will be considered</p>
F.2.16	The Tender offer validity period is 90 Days.
F.2.18	The tenderer shall, when requested by the Employer to do so, submit the names of all management and supervisory staff that will be employed to supervise the Labour Intensive portion of the works together with satisfactory evidence that such staff members satisfy the eligibility requirements.
F2.20	<p>The tenderer is required to submit a Performance Guarantee from an approved insurer within <b>14</b> days from appointment. A format is included in Part C1.3 of this document.</p> <p>The tenderer is to submit to the employer before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.</p>

T1.2.4

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

F.3.11

**Tender evaluation points**

The value of this bid is estimated to exceed R50 000 000 (all applicable taxes included) and therefore the 90/10 system shall be applicable.

Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

The maximum points for this bid are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	<b>90</b>
<b>B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	<b>10</b>
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

**Evaluation of Tenders**

The Tenderers notice is drawn to the fact that the evaluation, adjudication and awarding of this tender will be in terms of the Supply Chain Management Policy of the ELM.

The following steps will be followed in evaluation;

1. Determination of whether or not tender offers are complete.
2. Determination of whether or not tender offers are responsive.
3. Determination of the reasonableness of tender offers.
4. Confirmation of the eligibility of preferential points claimed by tenderers.
5. Determination of expertise and experience of tenderers.
6. Awarding of points for financial offer.
7. Ranking of tenderers according to the total points
8. Performance of risk analysis by checking the credit record of the tenderers

**Evaluation Criteria**

Tenders are adjudicated in terms of ELM Supply Chain Management Policy, and the following framework is provided as a guideline in this regard.

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*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**Size of enterprise and current workload**

- Evaluation of the Tenderer's position in terms of:
- Previous and expected current annual turnover
- Current contractual obligations
- Capacity to execute the contract

**Staffing profile**

Evaluation of the Tenderer's position in terms of:

- Staff available for this contract being Tendered for
- Qualifications and experience of key staff to be utilised on this contract.

**Proposed Key Personnel**

In this part of the tender, the Tenderer shall also supply Curriculum Vitae (CV's) for the Staff available named and working on full time basis for the Tenderer. The CV should follow the normal Professional Format.

Each CV should give at least the following:

- Position in the firm and within the organisation of this assignment
- PDI status (describing population group, gender and disabilities)
- Educational qualifications
- Professional Registrations
- Relevant experience (actual duties performed, involvement and responsibility), including locations, dates and durations of assignments, starting with the latest.
- Language proficiency and
- References (company name, individual name, position held, contact details)

Much importance will be placed on the experience of the staff proposed. The Tender must ensure that, if selected, the nominated staff will be assigned as proposed. Failure to do so may result in the annulment of any acceptance of the Tenders' proposal and/ or Agreement entered into by the Client for the execution of the services

**Previous experience**

The procedure for the evaluation of responsive Bids will be on the previous projects where the firm was involved for EMALAHLENI LOCAL MUNICIPALITY (ELM) projects or other clients. Reference of clients other than ELM MUST be provided.

The tenderer shall list in the appropriate Forms the appropriate related projects undertaken by the member firms of the tenderer within the last five (5) years.

Evaluation of the Tenderer's position in terms of his previous experience. Emphasis will be placed on the following:

- Experience in the relevant technical field
- Experience of contracts of similar size
- Some or all of the references will be contacted to obtain their input.

The tenderer shall provide documentation of company experience of each member of the Consortium/Joint Venture related projects

T1.2.6

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

	<p>If the Tender does not meet the requirements contained in the ELM Procurement Policy, and the mentioned framework, it will be rejected by the Council, and may not subsequently be made acceptable by correction or withdrawal of the non-conforming deviation or reservation.</p> <p>Penalties</p> <p>The EMALAHLENI LOCAL MUNICIPALITY will if upon investigation it is found that a preference in terms of the Act and these regulations has been obtained on a fraudulent basis, or any specified goals are not attained in the performance of the contract, on discretion of the Municipal Manager, one or more of the following penalties will be imposed:</p> <ul style="list-style-type: none"> <li>• Cancel the contract and recover all losses or damages incurred or sustained from the Tenderer.</li> <li>• Impose a financial penalty at the discretion of Council</li> </ul> <p>Restrict the contractor, its shareholders and directors on obtaining any business from the EMALAHLENI LOCAL MUNICIPALITY for a period of 5 years</p>
F.3.11.5	<p><b>Evaluation Method 4</b></p> <p>Which entails the balance between financial offer, preferences and Quality and 80-20 points system, will be adopted.</p>
F.3.18	<p>The number of paper copies of the signed contract to be provided by the Employer is one.</p>
	<p>The additional conditions of Tender are:</p> <ol style="list-style-type: none"> <li>1 Emalahleni Local Municipality may also request that the Tenderer provide written evidence that his financial, labour and resources are adequate for carrying out the project.</li> <li>2 The Emalahleni Local Municipality reserves the right to appoint a firm of chartered accountants and auditors and / or execute any other financial investigations on the financial resources of any Tenderer. The Tenderer shall provide all reasonable assistance in such investigations.</li> <li>3 The Emalahleni Local Municipality reserves the right to appoint a different Contractor for each project. The Tenderer shall be required to complete the form of offer (C1.1) and the Bill of Quantities (C2.2) for each project.</li> </ol>
	<p>The tenderer is to note that the following <b>Additional Relevant Documents</b> attached into Part 5 of this document will form part of this contract:</p> <ol style="list-style-type: none"> <li>(i) Health and Safety Specifications</li> <li>(ii) Pro-forma agreement in terms of Occupational Health and Safety Act</li> <li>(iii) Notification of construction work</li> <li>(iv) Pro-forma contract between contractor and worker</li> <li>(v) Pro-forma attendance register</li> <li>(vi) Contract person days calculation format</li> <li>(vii) Contractor's monthly report format</li> </ol>

T1.2.7

[Signature Box]  
Contractor

[Signature Box]  
Witness 1

[Signature Box]  
Witness 2

[Signature Box]  
Employer

[Signature Box]  
Witness 1

[Signature Box]  
Witness 2

F.3.11.6	<p><b>Evaluation Criteria</b></p> <p>The Construction Firm's tender responsiveness in relation to points is therefore summarized as follows:</p> <table style="width: 100%;"><tr><td>Organising and Staffing</td><td style="text-align: right;">20</td></tr><tr><td>Plant</td><td style="text-align: right;">10</td></tr><tr><td>Experience of Firm</td><td style="text-align: right;">30</td></tr><tr><td>Bank Ratings</td><td style="text-align: right;">5</td></tr><tr><td>Sub-Contracting Proposal</td><td style="text-align: right;">5</td></tr><tr><td style="text-align: right;"><b>Sub-Total</b></td><td style="text-align: right;"><b>70</b></td></tr></table>	Organising and Staffing	20	Plant	10	Experience of Firm	30	Bank Ratings	5	Sub-Contracting Proposal	5	<b>Sub-Total</b>	<b>70</b>
Organising and Staffing	20												
Plant	10												
Experience of Firm	30												
Bank Ratings	5												
Sub-Contracting Proposal	5												
<b>Sub-Total</b>	<b>70</b>												

**A firm must obtain a minimum of 50 points out of the 70 points above to be considered for price and BBB-EE evaluation.**

T1.2.8

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**Organising and Staffing (Maximum points obtainable 20)**

**Project Manager / Team Leader:** .....

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications	Diploma in Civil or equivalent	No	3	
Academic Qualifications	Diploma in Project Management or equivalent	No	2	
	Matric		0	
<b>Sub-total</b>			<b>5</b>	
Experience of Team Leader in similar projects		<b>Elimination Factor</b>		
Involvement in comparable projects (Technical)	0 - 1	Yes	0	
	1 - 2	No	1	
	3 - 4	No	2	
	5 upwards	No	3	
<b>Sub-total</b>			<b>3</b>	
<b>Total</b>			<b>8</b>	

**Site Agent:** *(Maximum Points obtainable 4, minimum 2)*

**Name:** .....

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications	Diploma in civil works or equivalent	No	2	
Academic Qualifications	No formal Education in Construction	Yes	0	
<b>Sub-total</b>			<b>2</b>	
Years of experience in similar projects	0 - 1	Yes	0	
	1 - 2	No	1	
	3 and above	No	2	
<b>Sub-total</b>			<b>2</b>	
<b>Total</b>			<b>4</b>	

**Note: Should the Site Agent be the same as Contractor Manager zero points will be allocated.**

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<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

**Site Foreman:** **(Maximum Points obtainable 4; minimum 1)**

**Name:** .....

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications (Note 10)Form L	N6 in Civil or equivalent	No	2	
<b>Sub-total</b>			<b>2</b>	
Years of experience after qualification	0-1	Yes	0	
	1 – 2	No	1	
	3 upwards	No	2	
<b>Sub-total</b>			<b>2</b>	
<b>Total</b>			<b>4</b>	

**Note: Should the Site Foremen be the same Site Agent and Team leader zero points will be allocated**

**Safety Officer:** **(Maximum Points obtainable 4; minimum 2)**

**Name:** .....

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable	Points Claimed
Academic Qualifications	Occupational Health and Safety Certificate or equivalent (SAMTRAC)	No	2	
<b>Sub-total</b>			<b>2</b>	
Years of experience after qualification	0-1	Yes	0	
	1-2	No	1	
	3 upwards	No	2	
<b>Sub-total</b>			<b>2</b>	
<b>Total</b>			<b>4</b>	

**Note: Should the Safety Officer be the same as Team leader, Site Agent, Site Foreman zero points will be allocated.**

T1.2.10

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

<b>ORGANISING AND STAFFING/PERSONNEL</b>		
<b>PERSONNEL</b>	<b>TOTAL</b>	<b>SCORES</b>
Construction Manager/Team Leader	8	
Site Agent	4	
Health and Safety Officer	4	
Site Foreman	4	
<b>TOTAL</b>	<b>20</b>	

**PLANT (Maximum Points obtainable 10)**

It must be noted that total points of **10** are obtainable by the Construction Firm in relation to the requirements as mentioned on the table below, failure to submit evidential supporting documents is not an eliminating factor **BUT** a zero point will be scored. Letter of intent or quotation from the lessor must be attached.

Evaluation Criteria	Minimum Required	Elimination Factor	Points obtainable (Own)	Points obtainable (leased)	Points Claimed
Firm's plant and equipment – <b>Note:</b> Proof of ownership the firm's equipment must be attached and failure to do so will result in forfeiting the plant points	Firm's number of Excavator x 1	No	2.5	1.5	
	Firm's number of TLBs x 2	No	2.5	1.5	
	Firm's number of Tipper Trucks x 2	No	2.5	1.5	
	Water tanker for filling and disinfection of pipes during pressure testing x 1	No	2.5	1.5	
<b>Sub-total</b>			<b>10</b>	<b>6</b>	
<b>Total</b>			<b>10</b>	<b>6</b>	

**EXPERIENCE OF FIRM (Maximum Points obtainable 30)**

**Note: Company's previous completed projects**

It must be noted that the experience of the firm carries a maximum of **30 points** as indicated in the table below. If proof of testimonials and appointment letters, in reference to Form E not provided, then the bidder shall obtain zero points on the experience of the firm.

Provide proof of the company's previous completed projects which is in the form appointment letters and completion certificates. Verifiable references (appointment letters and completion certificates) with contact details must be attached.

T1.2.11

<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

Evaluation Criteria	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Company experience in terms of water projects completed	1 Water related project with min value of R 10m	Yes	5	
	2 Water related projects with min value of R 10m	No	10	
	1 Water related project with min value of R 20m	No	15	
	2 Water related projects with min value of R 20m	No	20	
	2 Water related projects with min value of R 20m and 1 water retaining structure with min value of R 5m	No	25	
	2 Water related projects with min value of R 20m and 2 water retaining structures with min value of R 5m	No	30	
<b>Sub-Total</b>			<b>30</b>	
<b>TOTAL</b>			<b>30</b>	

**BANK RATING (Maximum Points obtainable 5)**

<b>Bank Ratings – Financial Performance</b>	
<b>5 points</b> – Points are allocated for the cash flow management demonstrated by the tenderer from bank rating	
Rating	Points
<b>C</b>	<b>5</b>
<b>D</b>	<b>3</b>
<b>E</b>	<b>2</b>
<b>F</b>	<b>0</b>

T1.2.12

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Contractor

[ ]  
Witness 1

[ ]  
Witness 2

[ ]  
Employer

[ ]  
Witness 1

[ ]  
Witness 2

**SUB-CONTRACTING PROPOSAL (Maximum Points obtainable 5)**

The prospective tenderer shall clarify his proposal towards the achievement of the 30% factor for subcontracting as specified. The proposal shall include, be not be limited to the following:

	TENDERED GOAL	POINTS CLAIMED BY TENDERER	ALLOCATED POINTS
With reference to the scope of works, clarify the use of local labour	2		
Clarify the intention to make use of local suppliers of material and plant	1		
Indicate the steps that will be taken to liaison with local ward counsellors and PSC	1		
Possible community improvement initiatives that may be undertaken	1		
<b>SUB-TOTAL:</b>	<b>5</b>		

**TOTAL SCORE: \_\_\_\_\_ /70**

T1.2.13

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

## EMALAHLENI LOCAL MUNICIPALITY



**TENDER NO: ELM 39/2020**

### EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2

#### **T2.1 LIST OF RETURNABLE DOCUMENTS**

The Tenderer must complete the following returnable Schedules:

**Returnable Schedules required for Tender evaluation purposes**

Form A	Compulsory Enterprise Questionnaire
Form B	Record of Addenda to Tender Documents
Form C	Authority for Signatory
Form D	Preference Schedule
Form E	Schedule of Previous Experience
Form F	Schedule of Current Projects
Form G	Certificate of Attendance at Site Meeting
Form H	Proposed Key Personnel
Form I	Schedule of Plant and Equipment
Form J	Schedule of Proposed Sub-Contractors
Form K	Financial References
Form L	Certificate of Authority of Joint Ventures/ Close corporations/ Partnership/ Company/ Sole proprietor (Certified Copies of the Identity Documents in the Case of sole proprietor)
Form M	Certificate of Registration with CIDB
Form N	Registration on National Treasury Central Supplier Database
Form O	Municipal Rates and Taxes

MBD1	Tax compliance requirements
MBD4	Declaration of Intrest
MBD8	Declaration of bidder's past supply chain management practices
MBD9	Certificate of Independent bid determination

T2.1.1

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

**Returnable Documents that will be incorporated into the contract**

C1.1	Form of Offer and Acceptance
C1.2	Contract Data (Part 2)
C1.3	Form of Guarantee
C2.2	Bill of Quantities

---

T2.1.2

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

## EMALAHLENI LOCAL MUNICIPALITY



**TENDER NO: ELM 39/2020**

### EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2

#### **T2.2 RETURNABLE DOCUMENTS**

RETURNABLE DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES

#### **FORM A COMPULSORY ENTERPRISE QUESTIONNAIRE**

In the case of a Joint Venture – This questionnaire is to be completed and submitted in respect of each partner.

1. **Name of Enterprise:** .....
2. **VAT Registration number, if any:** .....
3. **CIDB Registration number:** .....
4. **Particulars of sole proprietors and partners in partnership:**

Name	Identity Number	Personal Income Tax Number

\* Complete only if sole proprietor or partnership and attach separate page if more than 4 partners.

5. **Particulars of companies and close corporations:**

Company Registration Number: .....

Close Corporation Number: .....

Tax reference Number: .....

T2.2.1

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

**6. Record in the service of the state:**

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership of director, manager, principal stakeholder or stakeholder in a company or close corporation is currently of has been within the last 12 months in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of Directors of any Municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

If any of the above boxes are marked, disclose the following information:

Name of sole proprietor, partner, director, manager or principal stakeholder or stakeholder	Name of Institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within the last 12 months

Name of Tenderer: ..... Date: .....

Signature : ..... Position: .....

Full name of signatory: .....

T2.2.2

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## **ATTACH THE FOLLOWING DOCUMENTS HERETO**

1. For Closed Corporations

**CK1 or CK2 as applicable (Founding Statement)**

2. For Companies

**Shareholders register**

3. For Joint Venture Agreements

**Copy of the Joint Venture Agreement between all the parties, as well as the documents in (1) or (2) of each Joint Venture member.**

4. Audited Financial Statements for the past three (3) years  
5. CSD Audit Report

---

T2.2.3

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2



**FORM C AUTHORITY OF SIGNATORY**

Details of person responsible for tender process:

Name : \_\_\_\_\_

Contact number : \_\_\_\_\_

Office address : \_\_\_\_\_

Signatories for close corporations and companies shall confirm their authority by attaching to this form a **duly signed and dated original or certified copy on the Company Letterhead** of the relevant resolution of their members or their board of directors, as the case may be.

**PRO-FORMA FOR COMPANIES AND CLOSE CORPORATIONS:**

"By resolution of the board of directors passed on (date).....

Mr .....

has been duly authorized to sign all documents in connection with the Tender for Contract Number .....and any Contract which may arise there from on behalf of .....

(BLOCK CAPTIALS)

SIGNED ON BEHALF OF THE COMPANY .....

IN HIS CAPACITY AS .....

DATE .....  
: .....

FULL NAMES OF SIGNATORY .....

AS WITNESSES: 1. ....

2. ....

T2.2.5

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Witness 1

\_\_\_\_\_  
Witness 2

\_\_\_\_\_  
Employer

\_\_\_\_\_  
Witness 1

\_\_\_\_\_  
Witness 2

**PRO-FORMA FOR JOINT VENTURES:**

**Certificate of Authority for Joint Ventures**

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms ....., authorised signatory of the company ....., acting in the capacity of lead partner, to sign all documents in connection with the tender offer an any contract resulting from it on our behalf.

NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead Partner:  CIDB Reg No: .....		Signature: ..... Name: ..... Designation: .....
  CIDB Reg No: .....		Signature: ..... Name: ..... Designation: .....
  CIDB Reg No: .....		Signature: ..... Name: ..... Designation: .....
  CIDB Reg No: .....		Signature: ..... Name: ..... Designation: .....
  CIDB Reg No: .....		Signature: ..... Name: ..... Designation: .....

T2.2.6

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**ATTACH HERETO THE DULY SIGNED AND DATED  
ORIGINAL OR CERTIFIED COPY OF AUTHORITY OF  
SIGNATORY ON COMPANY LETTERHEAD**

---

T2.2.7

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## FORM D PREFERENCE SCHEDULE

### PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

#### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated to exceed R50 000 000 (all applicable taxes included) and therefore the 90/10 System shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

1.3. The maximum points for this bid are allocated as follows:

1

	POINTS
<b>PRICE</b>	<b>90</b>
<b>B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	<b>10</b>
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

#### 2. DEFINITIONS

2.1 “**all applicable taxes**” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

2.2 “**B-BBEE**” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

T2.2.8

<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

- 2.3 **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 2.7 **“consortium or joint venture”** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
- 2.8 **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.9 **“EME”** means any enterprise with an annual total revenue of R5 million or less.
- 2.10 **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 **“non-firm prices”** means all prices other than “firm” prices;
- 2.13 **“person”** includes a juristic person;
- 2.14 **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.16 **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- 2.17 **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.18 **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;

T2.2.9

--	--	--	--	--	--

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 Whenever, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must one scoring the highest score for functionality.
- 3.6 Two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

#### 4. POINTS AWARDED FOR PRICE

##### 4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

- Ps = Points scored for comparative price of bid under consideration
- Pt = Comparative price of bid under consideration
- Pmin = Comparative price of lowest acceptable bid

#### 5. Points awarded for B-BBEE Status Level of Contribution

- 5.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)
1	10
2	9
3	6
4	5
5	4
6	3
7	2
8	1
Non-compliant contributor	0

- 5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

T2.2.10

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

- 5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS
- 5.4 trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.5 trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 Person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 30% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub- contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 Person awarded a contract may not sub-contract more than 30% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

**6. BID DECLARATION**

6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1**

7.1 B-BBEE Status Level of Contribution: ..... = .....(maximum of 10 or 20 points)

7 **(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).**

**8. SUB-CONTRACTING**

8.1 Will any portion of the contract be sub-contracted?

YES		NO	
-----	--	----	--

8.1. If yes, indicate:

- 1 what percentage of the contract will be subcontracted? \_\_\_\_\_ %
- 2 the name of the sub-contractor? \_\_\_\_\_
- 3 the B-BBEE status level of the sub-contractor? \_\_\_\_\_
- 4 whether the sub-contractor is an EME? 

YES		NO	
-----	--	----	--

T2.2.11

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

**9. DECLARATION WITH REGARD TO COMPANY/FIRM**

9.1 Name of firm:

---

9.2 VAT registration number

---

9.3 Company registration number

---

9.4 **TYPE OF FIRM** ( Tick Applicable Box)

- Partnership/ Joint Venture/ Consortium
- One Person business/ sole propriety
- Close Corporation
- Company
- (Pty) Ltd
- Other : Specify \_\_\_\_\_

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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9.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.  
[TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION:

Municipality where business is situated

---

Registered Account Number

---

Stand Number

---

9.8 TOTAL NUMBER OF YEARS THE COMPANY/FIRM HAS BEEN IN BUSINESS?

---

T2.2.12

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

9.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

The information furnished is true and correct;

- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the ***Audi alteram partem*** (listen the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution

**WITNESSES:**

1. ....

.....  
SIGNATURE(S) OF BIDDER(S)

2. ....

DATE:

ADDRESS:

.....  
.....  
.....  
.....  
.....

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2





**FORM G CERTIFICATE OF ATTENDANCE AT SITE MEETING**

I / We acknowledge that the tender briefing was attended by a company representative able to relay the presentation of the works and/ or matters incidental to doing the works in the tender document in order for me/ us to take account of everything necessary when compiling our rates and prices included in the tender.

I/we acknowledge that the attendance register will be used to confirm our company's presence and if found to be absent, will lead to our tender being disqualified.

Name: ..... Signature: .....

Capacity: ..... Date and Time: .....

Capacity: ..... Date and Time: .....

T2.2.16

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## FORM H PROPOSED KEY PERSONNEL

**Please attach CVs of the proposed key personnel.**

In terms of the Project Specification and the Conditions of Tender, unskilled workers may only be brought in from outside the local community if such personnel are not available locally.

The Tenderer shall list below the personnel which he intends to utilize on the Works, including key personnel which may have to be brought in from outside if not available locally.

CATEGORY OF EMPLOYEE	NUMBER OF PERSONS					
	KEY PERSONNEL, PART OF THE CONTRACTOR'S ORGANISATION		KEY PERSONNEL TO BE IMPORTED IF NOT AVAILABLE LOCALLY		UNSKILLED PERSONNEL TO BE RECRUITED FROM LOCAL COMMUNITY	
	HDI	NON-HDI	HDI	NON-HDI	HDI	NON-HDI
Site Agent, Project Managers						
Foremen, Quality Control and Safety Personnel						
Technicians, Surveyors, etc						
Artisans and other Skilled workers						
Plant Operators						
Others:..... ..... ..... ..... ..... .....						

The Tenderer shall attach hereto the *curricula vitae*, in the form included hereafter, of at least the site agent, the foreman, safety officer and the project manager. The information is necessary for evaluation of the tender.

Name of Tenderer: ..... Date: .....

Signature : .....

Full name of signatory: .....

T2.2.17

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## FORM I SCHEDULE OF PLANT AND EQUIPMENT

The following are lists of major items of relevant equipment that I / we presently own or lease and will have available for this contract if my / our tender is accepted.

**(a) Details of major equipment owned by me / us and immediately available for this contract.**

DESCRIPTION <i>(type, size, capacity etc)</i>	QUANTITY	YEAR OF MANUFACTURE

*Attach additional pages if more space is required*

**(b) Details of major equipment that will be hired, or acquired for this contract if my / our tender is accepted**

DESCRIPTION <i>(type, size, capacity etc)</i>	QUANTITY	HOW ACQUIRED	
		HIRE/BUY	SOURCE

*Attach additional pages if more space is required*

The Tenderer undertakes to bring onto site without additional cost to the Employer any additional plant not listed but which may be necessary to complete the contract within the specified contract period.

***Failure to complete this form properly and correctly, will lead to the conclusion that the tenderer does not have the necessary plant and equipment resources at his disposal, which will prejudice his tender.***

Name of Tenderer: ..... Date: .....

Signature : .....

Full name of signatory: .....

T2.2.18

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2



## FORM K FINANCIAL REFERENCES

**FINANCIAL STATEMENTS**

I/We agree, if required, to furnish an audited copy of the last 3 years' set of financial statements together with my/our Directors' and Auditors' report for consideration by the Client.

**DETAILS OF TENDERERS BANKING INFORMATION**

I/We hereby authorise the Client/Engineer to approach all or any of the following banks for the purposes of obtaining a financial reference:

<b>BANK NAME:</b>									
<b>ACCOUNT NAME:</b> <i>(e.g. ABC Civil Construction cc)</i>									
<b>ACCOUNT TYPE:</b> <i>(e.g. Savings, Cheque etc)</i>									
<b>ACCOUNT NO:</b>									
<b>ADDRESS OF BANK:</b>									
<b>CONTACT PERSON:</b>									
<b>TEL. NO. OF BANK / CONTACT:</b>									
How long has this account been in existence:	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px;">0-6 months</td> <td style="width: 30px; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">7-12 months</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">13-24 months</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">More than 24 months</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <span style="margin-left: 20px;">(Tick which is appropriate)</span>	0-6 months	<input type="checkbox"/>	7-12 months	<input type="checkbox"/>	13-24 months	<input type="checkbox"/>	More than 24 months	<input type="checkbox"/>
0-6 months	<input type="checkbox"/>								
7-12 months	<input type="checkbox"/>								
13-24 months	<input type="checkbox"/>								
More than 24 months	<input type="checkbox"/>								

Name of Tenderer: ..... Date: .....

Signature : .....

Full name of signatory: .....

T2.2.20

<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

**FORM L Certificate of Authority of Joint Ventures/ Close Corporations/ Partnership/ Company/ Sole proprietor**

Indicate the status of the Tenderer by ticking the appropriate box hereunder. The Tenderer must complete the certificate set out below for the relevant category.

(I) COMPANY	(II) CLOSE CORPORATION	(III) PARTNERSHIP	(IV) JOINT VENTURE	(V) SOLE PROPRIETOR

**(I) CERTIFICATE OF COMPANY**

I, ....., chairperson of the Board of Directors of ....., hereby confirm that by resolution of the Board (copy attached) taken on ..... 20....., Mr/Ms ....., acting in the capacity of....., was authorized to sign all documents in connection with the tender for Contract No. ELM 39/2020 and any contract resulting from it on behalf of the company.

**Chairman:** .....

**As Witnesses:** 1.....

2.....

**Date:** .....

T2.2.21

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**(II) CERTIFICATE FOR CLOSE CORPORATION**

We, the undersigned, being the key members in the business trading as .....  
 ..... hereby authorize Mr/Ms ..... , acting in  
 the capacity of....., to sign all documents in  
 connection with the tender for Contract No. ELM 39/2020 and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

**Note :** *This certificate is to be completed and signed by all of the key members upon whom rests the direction of the affairs of the Close Corporation as a whole.*

**(III) CERTIFICATE FOR PARTNERSHIP**

We, the undersigned, being the key partners in the business trading as,  
 ....., hereby authorize Mr/Ms .....,  
 acting in the capacity of ....., to sign all documents in connection with  
 the tender for Contract No. ELM 39/2020 and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

**Note :** *This certificate is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Partnership as a whole.*

T2.2.22

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

**(IV) CERTIFICATE FOR JOINT VENTURE**

This Returnable Schedule is to be completed by joint ventures.

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms . . .  
 . . . . . , authorised signatory of the company . . . . .  
 . . . . . , acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner		Signature . . . . . Name . . . . . Designation . . . . . .....
		Signature . . . . . Name . . . . . Designation . . . . . .....
		Signature . . . . . Name . . . . . Designation . . . . . .....
		Signature . . . . . Name . . . . . Designation . . . . . .....

**Note :** *This certificate is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Joint Venture as a whole.*

**(V) CERTIFICATE FOR SOLE PROPRIETOR**

I, ....., hereby confirm that I am the sole owner of the Business trading as .....

**Signature** of Sole owner: .....

As Witnesses:

Date:

- 1.....  
 2. ....

T2.2.23

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

**FORM M    Certificate of Registration with CIDB**

The tenderer shall provide a printed copy of the Active Contractor’s Listing off the CIDB website. (www.cidb.org.za). Tenderers whose CIDB registration expires within 21 days after close of tender should attach proof of their application for re-registration (refer to Tender Data Clause F.2.1). In the case of a Joint Venture, a printed copy of the Active Contractor’s Listing must be provided for each member of the Joint Venture.

Name of Contractor: .....

Contractor Grading Designation: .....

CIDB Contractor Registration Number: .....

Expiry Date: .....

---

T2.2.24

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**FORM N Registration on National Treasury Central Supplier**

The tenderer shall provide a printed copy of the Active Supplier Listing on the National Treasury Central Supplier Database. ([www.treasury.gov.za](http://www.treasury.gov.za)). Tenderers who are not registered on the Central Supplier Database should attach proof of their application for registration. In the case of a Joint Venture, a printed copy of the Active Supplier Listing must be provided for each member of the Joint Venture.

Name of Contractor: .....

Central Supplier Database Supplier Number: .....

Expiry Date: .....

T2.2.25

[Signature box for Contractor]

Contractor

[Signature box for Witness 1]

Witness 1

[Signature box for Witness 2]

Witness 2

[Signature box for Employer]

Employer

[Signature box for Witness 1]

Witness 1

[Signature box for Witness 2]

Witness 2

## FORM O Municipal Utility Account

**DECLARATION BY THE TENDERER**

I the undersigned \_\_\_\_\_, has been duly authorized to sign all documents with the Tender for Contract Number \_\_\_\_\_ on behalf of \_\_\_\_\_ hereby make a declaration as follows:

(referred to herein as “the Bidder”)

1. I declare that the bidder and /or any of its director(s) / member(s) does not owe the municipality, or any other municipality and/or municipal entity any amount which is in arrears in respect of any municipal rates and taxes or municipal service charges.
2. I understand and accept that in the event that this declaration is proved to be false, the bid shall be rejected forthwith. All other rights of the municipality (including but not limited to the right to claim damages where applicable) shall remain reserved in full.

SIGNED ON BEHALF OF THE COMPANY

\_\_\_\_\_

IN HIS CAPACITY AS

\_\_\_\_\_

DATE

\_\_\_\_\_

FULL NAMES OF SIGNATORY

\_\_\_\_\_

Utility Account Number	Name of Municipality	Name of Owner

**ATTACH AN ORIGINAL OR A CERTIFIED COPY OF A MUNICIPAL UTILITY ACCOUNT (NOT OLDER THAN THREE (3) MONTHS)**

**Important: Note the following**

- List Account(s) registered either in the name(s) of the Director(s) or the Company on the declaration form attached hereto.

Attach Municipal Utility account of Company’s registered office (if applicable) and in case of leased premises, attach lease agreement and the services account of leased premises. (issued in the name of the bidding company)

T2.2.26

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**PART A  
INVITATION TO BID**

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)**

BID NUMBER:		CLOSING DATE:		CLOSING TIME:	
DESCRIPTION					

**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).**

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS


**SUPPLIER INFORMATION**

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	

**[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]**

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3 ]
---	--	--	--

TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
-------------------------------	--	-----------------	---

SIGNATURE OF BIDDER	.....	DATE	
---------------------	-------	------	--

**CAPACITY UNDER WHICH THIS BID IS SIGNED**

**BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:      TECHNICAL INFORMATION MAY BE DIRECTED TO:**

DEPARTMENT		CONTACT PERSON	
CONTACT PERSON		TELEPHONE NUMBER	
TELEPHONE NUMBER		FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>	
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.	
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE</b>	
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.	
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
<b>3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>	
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</b>	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

DATE: .....

## DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state\*.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.

**3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

3.1 Full Name: .....

3.2 Identity Number: .....

3.3 Company Registration Number: .....

3.4 Tax Reference Number: .....

3.5 VAT Registration Number: .....

3.6 Are you presently in the service of the state\* **YES / NO**

3.6.1 If so, furnish particulars.

.....  
.....

3.7 Have you been in the service of the state for the past twelve months? **YES / NO**

3.7.1 If so, furnish particulars.

.....  
.....

---

\* MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
  - (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

3.8 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.8.1 If so, furnish particulars.

.....  
.....

3.9 Are you, aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.9.1 If so, furnish particulars

.....  
.....

3.10 Are any of the company's directors, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.10.1 If so, furnish particulars.

.....  
.....

3.11 Are any spouse, child or parent of the company's directors, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.11.1 If so, furnish particulars.

.....  
.....

**CERTIFICATION**

**I, THE UNDERSIGNED (NAME) .....**

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.**

**I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011.**

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R1 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R1 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated to exceed/not exceed R1 000 000 (all applicable taxes included) and therefore the 90/10 system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

	<b>POINTS</b>
<b>1.3.1.1 PRICE</b>	90
<b>1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	10
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5. The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

### 2. DEFINITIONS

2.1 “**all applicable taxes**” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

2.2 “**B-BBEE**” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

2.3 “**B-BBEE status level of contributor**” means the B-BBEE status received by a measured entity based

on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

- 2.4 **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 2.7 **“consortium or joint venture”** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
- 2.8 **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.9 **“EME”** means any enterprise with an annual total revenue of R5 million or less .
- 2.10 **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 **“non-firm prices”** means all prices other than “firm” prices;
- 2.13 **“person”** includes a juristic person;
- 2.14 **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.16 **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- 2.17 **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.18 **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;.
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.

- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

#### 4. POINTS AWARDED FOR PRICE

##### 4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

$P_s$  = Points scored for comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

$P_{\min}$  = Comparative price of lowest acceptable bid

#### 5. Points awarded for B-BBEE Status Level of Contribution

- 5.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- 5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an

Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA’s approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

- 5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

**6. BID DECLARATION**

6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1**

7.1 B-BBEE Status Level of Contribution: ..... = .....(maximum of 10 or 20 points)

**(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).**

**8 SUB-CONTRACTING**

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 If yes, indicate:

- (i) what percentage of the contract will be subcontracted? .....%
- (ii) the name of the sub-contractor? .....
- (iii) the B-BBEE status level of the sub-contractor? .....
- (iv) whether the sub-contractor is an EME? YES / NO (delete which is not applicable)

**9 DECLARATION WITH REGARD TO COMPANY/FIRM**

9.1 Name of firm :.....

9.2 VAT registration number :.....

9.3 Company registration number .....  
:

9.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
  - One person business/sole propriety
  - Close corporation
  - Company
  - (Pty) Limited
- [TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
 .....  
 .....

9.6 COMPANY CLASSIFICATION

- Manufacturer
  - Supplier
  - Professional service provider
  - Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION

Municipality where business is situated .....

Registered Account Number .....

Stand Number .....

9.8 TOTAL NUMBER OF YEARS THE COMPANY/FIRM HAS BEEN IN BUSINESS?

9.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct;
- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) restrict the bidder or contractor, its shareholders and directors, or only the

shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and

- (e) forward the matter for criminal prosecution

**WITNESSES:**

1. ....

.....  
SIGNATURE(S) OF BIDDER(S)

2. ....

DATE:.....

ADDRESS:.....

.....

.....

.....

## DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
  - a. abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
  - b. been convicted for fraud or corruption during the past five years;
  - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury’s database as a company or person prohibited from doing business with the public sector? <b>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? <b>(To access this Register enter the National Treasury’s website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a>, click on the icon “Register for Tender Defaulters” or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		

<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

**CERTIFICATION**

**I, THE UNDERSIGNED (FULL NAME) .....  
CERTIFY THAT THE INFORMATION FURNISHED ON THIS  
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,  
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION  
PROVE TO BE FALSE.**

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Municipal Bidding Document (MBD) must form part of all bids<sup>1</sup> invited.
  
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
  
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - a. take all reasonable steps to prevent such abuse;
  - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
  
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
  
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

<sup>3</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

## EMALAHLENI LOCAL MUNICIPALITY



**TENDER NO: ELM 39/2020**

### **EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2**

<b>C. THE CONTRACT</b>
------------------------

**Part C1: Agreements and Contract Data**

- C1.1 Form of Offer and Acceptance
- C1.2 Contract Data
- C1.3 Form of Guarantee

**Part C2: Pricing Data**

- C2.1 Pricing Instructions
- C2.2 Bills of quantities

**Part C3: Scope of Work**

- C3 Scope of Work

**Part C4: Site Information**

- C4 Site Information

**Part C5 : Relevant Documentation**

- C5 Health & Safety Specifications

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<input type="text"/>					
<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

## EMALAHLENI LOCAL MUNICIPALITY



**TENDER NO: ELM 39/2020**

### **EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2**

<b>C1      AGREEMENTS AND CONTRACT DATA</b>
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- C1.1 Form of Offer and Acceptance
- C1.2 Contract Data
- C1.3 Form of Guarantee

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C1.1

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Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## C1.1 FORM OF OFFER AND ACCEPTANCE

**OFFER**

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract in respect of the following works: **EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2.**

The Tenderer, identified in the Offer signature block below, has examined the documents listed in the Tender Data and addenda thereto as listed in the Tender Schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Contractor under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS**

.....

..... Rand (in words); R ..... (in figures).

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

Signature(s) \_\_\_\_\_

Name(s) \_\_\_\_\_

Capacity \_\_\_\_\_

For the tenderer \_\_\_\_\_  
 (Name and address of organisation)

Name & Signature Of Witness		
	Name	Date

C1.2

<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

## ACCEPTANCE

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Tenderer's Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the Conditions of Contract identified in the Contract Data. Acceptance of the Tenderer's Offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

The terms of the contract are contained in:

Part 1 Agreements and Contract Data (which includes this Agreement)

Part 2 Pricing Data

Part 3 Scope of Work

Part 4 Site information

Part 5 Additional Documentation

and drawings and documents or parts thereof, which may be incorporated by reference into Parts 1 to 4 above.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Tender Schedules as well as any changes to the terms of the Offer agreed by the Tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Agreement. No amendments to or deviations from said documents are valid unless contained in this Schedule, which must be duly signed by the authorised representative(s) of both parties.

The Tenderer shall within two weeks after receiving a completed copy of this Agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the Conditions of Contract identified in the Contract Data at or just after the date this Agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this Agreement.

Notwithstanding anything contained herein, this Agreement comes into effect on the date when the Tenderer receives one fully completed original copy of this document, including the Schedule of Deviations. Unless the Tenderer (now Contractor) within five days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this Agreement, this Agreement shall constitute a binding contract between the parties.

Signature(s) \_\_\_\_\_

Name(s) \_\_\_\_\_

Capacity \_\_\_\_\_

For the tenderer \_\_\_\_\_

(Name and address of organisation)

Name & Signature

Of Witness \_\_\_\_\_

Name

Date

---

C1.3

--	--	--	--	--	--

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## SCHEDULE OF DEVIATIONS

**Notes:**

1. The extent of deviations from the tender documents issued by the Employer prior to the tender closing date is limited to those permitted in terms of the Conditions of Tender.
2. A Tenderer's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of Offer and Acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties becomes an obligation of the contract, shall also be recorded here.
4. Any change or addition to the tender documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

**1 Subject**

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Details

---

**2 Subject**

---

Details

---

**3 Subject**

---

Details

---

**4 Subject**

---

Details

---

**5 Subject**

---

Details

---

**6 Subject**

---

Details

---

By the duly authorised representatives signing this Schedule of Deviations, the Employer and the Tenderer

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C1.4

<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

agree to and accept the foregoing Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and addenda thereto as listed in the Tender Schedules, as well as any confirmation, clarification or change to the terms of the Offer agreed by the Tenderer and the Employer during this process of Offer and Acceptance. It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the Tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

**FOR THE TENDERER:**

Signatures (s) \_\_\_\_\_

Name(s) \_\_\_\_\_

Capacity \_\_\_\_\_

\_\_\_\_\_  
(Name and address of Organisation)

Name & Signature  
Of Witness \_\_\_\_\_ Date \_\_\_\_\_

**FOR THE EMPLOYER**

Signatures (s) \_\_\_\_\_

Name(s) \_\_\_\_\_

Capacity \_\_\_\_\_

\_\_\_\_\_  
**(Emalahleni Local Municipality – Mandela Street)**

Name & Signature  
Of Witness \_\_\_\_\_ Date \_\_\_\_\_

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C1.5

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

## C1.2 CONTRACT DATA

### PART 1: DATA PROVIDED BY THE EMPLOYER

#### CONDITIONS OF CONTRACT

The Conditions of Contract are the *General Conditions of Contract for Construction Works (2015)* published by the South African Institution of Civil Engineering. Copies of these conditions of contract may be obtained from the South African Institute of Civil Engineering (Tel: 011 805 5947).

Each item of data given below is cross-referenced to the clause in the Conditions of Contract to which it mainly applies.

#### PART 1: Data provided by the Employer

Clause	Data
1.1.1.15	The Name of the Employer is <b>Emalahleni Local Municipality</b>
1.2.1.2	The address of the Employer is: CNR Mandela & Arras Street eMalahleni 1035 Telephone: 013 690 6300 Facsimile: 013 690 6207
1.1.1.16	The name of the Engineer is <b>NKP Consulting Engineers (Pty) Ltd</b>
1.2.1.2	The address of the Engineer is: <b>Portion 76, The Rest Road</b> <b>P.O Box 11</b> <b>Nelspruit</b> <b>1200</b>  Telephone : <b>013 492 0492</b> Facsimile : <b>086 554 6578</b>
5.8.1	The special non-working days are the official builder's holiday plus all statutory public holidays. The year end break commences on <b>15 December 2020</b> and ends on <b>4 January 2021</b> .
5.13.1	The penalty for failing to complete the works is 3,75c per R100 per day of the contract value.
6.2.1	The liability of the guarantee shall be 10%.
5.2.1	The Contractor shall commence executing the Works within 14 days from the Commencement Date.
5.5.1 1.1.1.14	The Works shall be completed within the timeframe stated by the contractor at tender stage.
5.6.1	The Contractor shall deliver his programme of work within 14 days.
8.6.1.1.2	The value of the materials supplied by the Employer to be included in the insurance sum is nil.

C1.6

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

<b>8.6.1.1.3</b>	The amount to cover professional fees for repairing damage and loss to be included in the insurance sum is nil.
<b>8.6.2</b>	The limit of indemnity for liability insurance is R <b>10 000 000.00</b> .
<b>5.1.1</b>	The Works shall be completed within <b>the timeframe stated by the contractor</b>
<b>6.10.3</b>	The percentage retention on the amounts due to the Contractor is <b>10 %</b> .
<b>6.10.3</b>	The limit of retention money is <b>10 %</b> of the contract value.
<b>1.1.1.13</b>	The Defects Liability Period is <b>12</b> months.
<b>5.11</b>	A delay caused by inclement weather conditions will be regarded as a delay only if, in the opinion of the Engineer, all progress on an item or items of work on the critical path of the working programme of the contractor has been brought to a halt. Delays on working days only (based on a five-day working week) will be taken into account for the extension of time, but the Contractor shall make provision in his programme of work for an expected delay of "n" working days caused by normal rainy weather, for which he will not receive any extension of time, <b>where "n" equals 42 days for this project</b> . Extension of time during working days will be granted to the degree to which actual delays, as defined above, exceed the number of "n" workings days.

C1.7

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**PART 1: DATA PROVIDED BY THE CONTRACTOR**

The Contractor is advised to read the *General Conditions of Contract for Construction Works (2015)*, published by the South African Institution of Civil Engineering, in order to understand the implications of this Data which is required to be completed.

Each item of data given below is cross-referenced to the clause of Conditions of Contract to which it mainly applies.

Clause	Data
<b>1.1.1.9</b>	The Contractor is: Name: .....
<b>1.2.1.2</b>	The Address of the Contractor is:  Address (physical): ..... .....  Address (postal): .....  Telephone: ..... Facsimile: .....  E-mail: .....
<b>6.5.1.2.3</b>	The percentage allowance to cover overhead charges is .....

C1.8

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**C1.3 FORM OF GUARANTEE**

**FORM OF GUARANTEE**

**Tender No: ELM 39/2020**

**EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK-  
PHASE 2**

WHEREAS .....at  
**EMALAHLENI LOCAL MUNICIPALITY**  
(Hereinafter referred to as "the Employer")

entered into, on the ..... Day of .....2020, at .....

a Contract with .....  
at .....  
(Hereinafter called "The Contractor")

for the EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK-PHASE 2 as per Scope of work AND WHEREAS it is provided by such Contract that the Contractor shall provide the Employer with security by way of suretyship for the due and faithful fulfilment of such Contract by the Contractor;

AND WHEREAS .....  
has/have at the request of the Contractor, agreed to give such security;

NOW THEREFORE WE, .....  
do hereby guarantee and bind ourselves jointly and severally as Sureties and Co-principal Debtors to the Employer under renunciation of the benefits of division and execution for the due and faithful performance by the Contractor of all the terms and conditions of the said Contract, subject to the following conditions.

1. The Employer shall, without reference and/or notice to us, have complete liberty of action to act in any manner authorised and/or contemplated by the terms of the said contract, and/or to agree to any modifications, variations, alterations, directions or extensions of the Due Completion Date of the Works under the said Contract, and that its rights under this guarantee shall in no way be prejudiced nor our liability hereunder be affected by reason of any steps which the Employer may take under such Contract, or of any modification, variation, alterations of the Due Completion Date which the Employer may make, give, concede or agree to under the said Contract.
2. The Employer shall be entitled, without reference to us, to release any securities held by it, and to give time to or compound or make any other arrangement with the Contractor.

C1.9

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

3. This guarantee shall remain in full force and effect until the issue of the Certificate of Completion in terms of the Contract, unless we are advised in writing by the Employer before the issue of the said Certificate of his intention to institute claims, and the particulars thereof, in which event this guarantee shall remain in full force and effect until all such claims have been paid or liquidated.
  
4. Our total liability hereunder shall not exceed the sum of (R.....).
  
5. We hereby choose domicilium citandi et executandi for all purposes arising hereof at  
.....

**IN WITNESS WHEREOF** this guarantee has been executed by us at ..... on  
this..... day of ..... 20 .....

As witnesses:

1. .... Signature .....
  
2. .... Duly authorised to  
sign on behalf of .....
  
Address .....  
.....  
.....

---

C1.10

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

## EMALAHLENI LOCAL MUNICIPALITY



**TENDER NO: ELM 39/2020**

### **EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2**

<b>C2 PRICING DATA</b>
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C2.1 PRICING INSTRUCTIONS

C2.2 BILL OF QUANTITIES

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C2.1

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Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## EMALAHLENI LOCAL MUNICIPALITY



**TENDER NO: ELM 39/2020**

### **EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2**

#### **C2.1 PRICING INSTRUCTIONS**

1. Measurement and payment shall be in accordance with the relevant provisions of the SABS/SANS 1200 sections.
2. The units of measurement described in these Bills of Quantities are metric units. Abbreviations used in these Bills of Quantities are as follows:

%	=	percent
h	=	hour
ha	=	hectare
kg	=	kilogram
kl	=	kilolitre
km	=	kilometre
km-pass	=	kilometre-pass
kPa	=	kilopascal
kW	=	kilowatt
l	=	litre
m	=	metre
mm	=	millimetre
m <sup>2</sup>	=	square metre
m <sup>2</sup> -pass	=	square metre-pass
m <sup>3</sup>	=	cubic metre
m <sup>3</sup> -km	=	cubic metre-kilometre
MN	=	meganewton
MN.m	=	meganewton-metre
MPa	=	megapascal
No.	=	number
Prov sum	=	Provisional sum
PC sum	=	Prime Cost sum
R/only	=	Rate only
sum	=	lump sum
t	=	ton (1000 kg)
W/day	=	Work day

3. For the purpose of these Bills of Quantities, the following words shall have the meanings hereby assigned to them:

Unit: The unit of measurement for each item of work as defined in the SABS/SANS 1200.

C2.1.1

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Quantity: The number of units of work for each item.  
 Rate: The agreed payment per unit of measurement.  
 Amount: The product of the quantity and the agreed rate for an item.  
 Lump sum: An agreed amount for an item, the extent of which is described in the Bills of Quantities but the quantity of work of which is not measured in any units.

4. Unless otherwise stated, items are measured net in accordance with the drawings, and no allowance is made for waste.
5. It will be assumed that prices included in the bills of quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to [www.stanza.org.za](http://www.stanza.org.za) or [www.iso.org](http://www.iso.org) for information on standards)
6. The prices and rates in these Bills of Quantities are fully inclusive prices for the work described under the items. Such prices and rates cover all costs and expenses that may be required in and for the execution of the work described in accordance with the provisions of the Scope of Work, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the Contract Data, as well as overhead charges and profit. These prices will be used as a basis for assessment of payment for additional work that may have to be carried out.
7. Where the Scope of Work requires detailed drawings and designs or other information to be provided, all costs associated therewith are deemed to have been provided for and included in the unit rates and sum amount tendered such items
8. An item against which no price is entered will be considered to be covered by the other prices or rates in the Bills of Quantities. A single lump sum will apply should a number of items be grouped together for pricing purposes.
9. The quantities set out in these Bills of Quantities are approximate and do not necessarily represent the actual amount of work to be done. The quantities of work accepted and certified for payment will be used for determining payments due and not the quantities given in these Bills of Quantities.
10. Reasonable compensation will be received where no pay item appears in the Bills of Quantities in respect of work required in terms of the Contract and which is not covered in any other pay item.
11. The short descriptions of the items of payment given in these Bills of Quantities are only for the purposes of identifying the items. More details regarding the extent of the work entailed under each item appear in the Scope of Work.
12. The payment reference numbers appearing in the Bills of Quantities refer to the corresponding item numbers in the SABS/SANS 1200.
13. Those parts of the contract to be constructed using labour-intensive methods have been marked in the Bills of Quantities with the letter L in a separate column filled in against every item so designated. The works, or parts of the works so designated are to be constructed using labour-intensive methods only. The use of plant to provide such works, other than plant specifically provided for in the scope of work, is a variation to the contract. The items marked with the letter L are not necessarily an exhaustive list of all the activities which must be done by hand, and this clause does not over-ride any of the requirements in the generic labour intensive specification in the Scope of Works.
14. Payment for items which are designated to be constructed labour-intensively (either in this schedule or in the Scope of Works) will not be made unless they are constructed using labour-intensive methods. Any unauthorised use of plant to carry out work which was to be done labour-intensively will not be condoned and any works so constructed will not be certified for payment.

## C2.1.2

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## EMALAHLENI LOCAL MUNICIPALITY



**TENDER NO: ELM 39/2020**

### **EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2**

<b>C2.2 BILL OF QUANTITIES</b>
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C2.2.1

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*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

SECTION A - PRELIMINARY AND GENERAL						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>SABS 1200 A</b>	<b>PRELIMINARY AND GENERAL</b>				
A.1	8.3	<b>FIXED-CHARGE AND VALUE-RELATED ITEMS</b>				
A.1.1	8.3.1	<b>Contractual requirements</b>	Sum	1		
A.2	8.3.2	<b>Establishment of Facilities on the Site</b>				
A.2.1	8.3.2.1	<u>Facilities for Engineer:</u>				
A.2.1.1	a)	i) Offices (3x3m and 3x5m) complete with powerpoints (x3), lights (x3), aircon (x2) and blinds ii) Furniture and Equipment: Chairs (x8), Desk complete with drawer and lock (x1), Conference table (x1), Refrigerators (x1) and Floodlights (500W x2)	m <sup>2</sup>	48		
A.2.1.2	b)		Sum	1		
A.2.1.3	c)	iii) Carports (3x5m)	No.	2		
A.2.1.4	d)	Telephone	Sum	1	<b>R10 000.00</b>	<b>R10 000.00</b>
A.2.1.5	e)	Construction Nameboard	No.	2		
A.2.2	8.3.2.2	<u>Facilities for Contractor</u>				
A.2.2.1	a)	Office and storage	Sum	1		
A.2.2.2	b)	Workshops on site and elsewhere	Sum	1		
A.2.2.3	c)	Laboratories	Sum	1		
A.2.2.4	d)	Living accommodation	Sum	1		
A.2.2.5	e)	Ablution and latrine facilities (Flush toilets only)	Sum	1		
A.2.2.6	f)	Tools and equipment	Sum	1		
A.2.2.7	g)	Water supplies, electric power and communications	Sum	1		
A.2.2.8	h)	Dealing with water	Sum	1		
A.2.2.9	i)	Access	Sum	1		
A.2.2.10	j)	Plant for road building	Sum	1		
A.2.2.11		Plant for transportation of plant	Sum	1		
A.2.2.12		Plant for excavation	Sum	1		
A.2.3	8.3.3	<b>Other Fixed Charge Obligations</b>	Sum	1		
A.2.4	8.3.4	<b>Removal of Site Establishment</b>	Sum	1		
A.3	8.4	<b>TIME RELATED ITEMS</b>				
A.3.1	8.4.1	<b>Contractual requirements</b>	Month	20		
A.3.2	8.4.2	<b>Operation and Maintenance of Facilities on Site</b>				
A.3.2.1	8.4.2.1	<u>Facilities for Engineer</u>				
A.3.2.1.1	a)	Furnished Offices	Month	20		
A.3.2.1.2	b)	Telephone (Cellphone)	Prov. Sum	1	<b>R20 000.00</b>	<b>R20 000.00</b>
A.3.2.1.3	c)	Construction Nameboard (x2) (2000 x 1600)	Month	20		
A.3.2.1.4	d)	Survey Assistants and materials	Month	20		
A.3.2.1.5	e)	Laptop (including Microsoft Office and 4G modem)	Prov. Sum	1	<b>R30 000.00</b>	<b>R30 000.00</b>
A.3.2.1.6	f)	Transport for Resident Engineer % mark-up on above items for contractors overheads, administration charge and profit	Prov. Sum	1	<b>R100 000.00</b>	<b>R100 000.00</b>
				R150 000.00		
A.3.2.2	8.4.2.2	<u>Facilities for Contractor</u>				
A.3.2.2.1	a)	Office and storage	Month	20		
A.3.2.2.2	b)	Workshops	Month	20		
<b>SECTION A CARRIED FORWARD TO NEXT PAGE</b>						

SECTION A - PRELIMINARY AND GENERAL (Continued)						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
A.3.2.2.3	c)	Laboratories	Month	20		
A.3.2.2.4	d)	Living accommodation	Month	20		
A.3.2.2.5	e)	Ablution and latrine facilities (Flush toilets only)	Month	20		
A.3.2.2.6	f)	Tools and equipment	Month	20		
A.3.2.2.7	g)	Water supplies, electric power and comms	Month	20		
A.3.2.2.8	h)	Dealing with water	Month	20		
A.3.2.2.9	i)	Access	Month	20		
A.3.2.2.10	j)	Plant for finishing of road reserve	Month	20		
A.3.2.2.11	k)	Plant for transportation of plant	Month	20		
A.3.2.2.12	l)	Plant for excavation	Month	20		
A.3.2.2.13	8.4.3	<b>Supervision for the duration of Construction</b>	Sum	1		
A.3.2.2.14	8.4.4	<b>Company and Head Office Overhead Cost</b>	Sum	1		
A.3.2.2.15	8.4.5	<b>Other Time-related Obligations</b>	Sum	1		
A.4	8.5	<b>SUMS STATED PROVISIONALLY BY ENGINEER</b>				
A.4.1	a)	Control testing by approved independent laboratory	Prov. Sum	1	R60 000.00	R60 000.00
A.4.2	b)	Sampling and testing of proposed borrowpit	Prov. Sum	1	R50 000.00	R50 000.00
A.4.3	c)	Staking and levelling by independent Surveyor	Prov. Sum	1	R90 000.00	R90 000.00
A.4.4	d)	Community Liaison Officers (CLO) Salaries	Month	20	R24 000.00	R480 000.00
A.4.5	e)	Pressure testing of existing water mains	Prov. Sum	1	R40 000.00	R40 000.00
A.4.6	f)	Engineer's accommodation	Month	20	R5 000.00	R100 000.00
A.4.7	g)	PSC Sitings	Month	20	R10 000.00	R200 000.00
A.4.8	h)	% mark-up on above items for contractors overheads, administration charge and profit	%	R1 020 000.00		
A.5	<b>PART E</b>	<b>HEALTH AND SAFETY</b>				
A.5.1		Health and Safety Act (Compliance) To include compilation of health & safety file	Sum	1		
A.5.2		Re-imbusement of on site Safety Officer Prime costs for Health & Safety Act (incl. initial safety equipment/PPE for all labour) - LED	Month	20		
A.5.3		Procurement locally & embroidery	Sum	1		
A.5.4		Time related obligation to items above Monthly health and safety audits conducted by independent firm. As approved by Engineer	Month	20	R30 000.00	R600 000.00
A.5.5		Traffic Safety Compliance	Prov. Sum	1	R250 000.00	R250 000.00
A.5.6		Traffic Safety Compliance	Prov. Sum	1	R85 000.00	R85 000.00
A.5.7		% mark-up on above items for contractors overheads, administration charge and profit	%	R335 000.00		
A.5.8		<b>Occupational Health &amp; Safety Relation to COVID-19</b>				
A.5.8.1		(a) Review of OHS plan for each assignment. Rate to include risk assessment specific to the COVID-19 pandemic and other adjustments to ensure compliance for the assisgnemnt	Sum	1		
A.5.8.2		(b) Principal Contractor's Fixed Cost obligation in respect of the OHS Act and Construction Regulations Signage-COVID-19 Related	Sum	1		
A.5.8.3		(c) Provision for Personal Protective Equipment & protective Clothing:				
<b>SECTION A CARRIED FORWARD TO NEXT PAGE</b>						

<b>SECTION A - PRELIMINARY AND GENERAL (Continued)</b>						
<b>ITEM NO</b>	<b>PAYMENT REF</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QTY</b>	<b>RATE</b>	<b>AMOUNT</b>
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
A.5.8.4		(i) Including but not restricted to Reflective Vests	sum	1		
A.5.8.5		(ii) Including but not restricted to Reflective Bibs	Sum	1		
A.5.8.6		(iii) Including but not restricted to Hard Hats	Sum	1		
A.5.8.7		(iv) Including but not restricted to protective footwear	Sum	1		
A.5.8.8		(v) Including but not restricted to Earplugs	Sum	1		
A.5.8.9		(vi) Including but not restricted to Dust Masks	Sum	1		
A.5.8.10		(vii) Face Masks for COVID-19 (respiratory protection as required)	Sum	1		
A.5.8.11		(viii) Surgical Gloves (for security and cleaning team)	Sum	1		
A.5.8.12		(ix) safety Goggles for Screening Person	Sum	1		
A.5.8.13		(d) Costs of medical certificate and Medical Surveillance	Sum	1		
A.5.8.14		(i) Initial ( baseline) medical examination screenings for Employees with COVID-19 Symptoms	Sum	1		
A.5.8.15		ii) Exit examination	Sum	1		
A.5.8.16		(e) Re-induction Training for Covid-19	Sum	1		
A.5.8.17		(f) Provision of First Aid Boxes	Sum	1		
A.5.8.18		(g) Non contact Thermometers	Sum	1		
A.5.8.19		(l) Covid-19 OHS Compliance officer	Prov.Sum	1	R 110 000.00	R 110 000.00
A.5.8.20		(i) Payment of OHS Compliance Officer				
A.5.8.21		(ii) Handling Cost and profit in respect of subitem E10.03 (l)(i) above	%	R 110 000.00		
A.5.8.22		(j) Provision for use by Engineer of Environmental Compliance officer	Prov.Sum	1	R 75 000.00	R 75 000.00
A.5.8.23		(i) Payment of ECO				
A.5.8.24		(ii) Handling Cost and profit in respect of subitem E10.03 (j)(i) above	%	R 75 000.00		
A.5.8.25		(k) Other fixed-charge obligations for Covid-19 Hand Sanitiser-500ml	Sum	1		
A.5.8.26		day Daily Logbook for above	Sum	1		
A.5.8.27		(n) Extra cleaning staff	Sum	1		
A.5.8.28		(o) Waste management for COVID-19:				
A.5.8.29		(i) Waste Bins	Sum	1		
A.5.8.30		Transport to Construction Site (p) Safety for COVID-19	Sum	1		
A.5.8.31		(q) Maintenance of a register for workers contacts	Sum	1		
A.6	8.8	<b>TEMPORARY WORKS</b>				
A.6.1	8.8.1	Provision and maintaining of temporary by-passes (including road signs)	Sum	1		
<b>SECTION A CARRIED FORWARD TO NEXT PAGE</b>						

<b>SECTION A - PRELIMINARY AND GENERAL (Continued)</b>						
<b>ITEM NO</b>	<b>PAYMENT REF</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QTY</b>	<b>RATE</b>	<b>AMOUNT</b>
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
A.7	8.8.4	<b>EXISTING SERVICES</b>				
A.7.1	c)	Hand excavation to expose existing services	m <sup>3</sup>	1000		
A.7.2	d)	<u>Protect existing services:</u>				
A.7.3		Pipelines (up to 400mm dia.)	m	300		
A.7.4		Electrical cables & poles	No.	100		
A.7.5		Telecommunication cables & poles	No.	30		
A.7.6		Electrical cables	m	100		
A.7.7		House connections	No.	50		
		Relocation of existing 250mm pipeline	m	2500		
		Move existing fences	m	2000		
A.8	8.4.2.1	<b>PROVISION OF STRUCTURED TRAINING</b>				
A.8.1	g)	Generic skills and accredited training	Prov. Sum	1	<b>R450 000.00</b>	<b>R450 000.00</b>
A.8.2	h)	Experiential training for S4 civil student	Month	20	<b>R10 000.00</b>	<b>R200 000.00</b>
A.9		<b>PROVISION OF OTHER ITEMS</b>				
A.9.1		As-builts for entire works	Prov. Sum	1	<b>R50 000.00</b>	<b>R50 000.00</b>
A.9.1.1		% mark-up on above items for contractors overheads, administration charge and profit	%	R50 000.00		
A.9.6		Provision of Social Facilitation Services by External Service Provider as approved by the Engineer	Prov. Sum	1	<b>R500 000.00</b>	<b>R500 000.00</b>
A.9.6.1		% mark-up on above items for contractors overheads, administration charge and profit	%	R500 000.00		
A.10		Specialist study to be conducted by Engineer	Prov. Sum	1	<b>R900 000.00</b>	<b>R900 000.00</b>
A.11		Removal of illegal connections	Prov. Sum	R500 000.00	<b>R500 000.00</b>	<b>R500 000.00</b>
A.12	PS A	Re-Establishment	No.	1		
<b>TOTAL SECTION A TO SUMMARY</b>						

SECTION B: WATER RETICULATION						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>B.1</b>	<b>SABS 1200 DB</b>	<b>EARTHWORKS (PIPE TRENCHES)</b>				
B.1.1	8.3.1	<b>SITE CLEARANCE AND REMOVAL OF TOPSOIL</b> a) Clear vegetation and trees of girth up to 1m (4m wide) b) Clear trees of girth over 1.0m and designated obstacles	m	38 250		
B.1.2			No.	8		
B.1.3	8.3.2 8.3.2 (a)	<b>EXCAVATION</b> <u>Excavate in all materials for trenches, backfill, compact and dispose of surplus material</u> <u>Trenches 0.8m wide for 75mm to 200mm dia. watermains, depth of trench up to but not exceeding:</u> 1.2m <u>Trenches 1m wide for 250mm dia. watermains, depth of trench up to but not exceeding:</u> 1.2m	m <sup>3</sup>	35 446		
B.1.4		1.2m	m <sup>3</sup>	2 072		
B.1.5	8.3.2 (b)	<u>Extra-over excavation items for:</u>				
B.1.6	8.3.2 (b.1)	Intermediate excavation	m <sup>3</sup>	7 030		
B.1.7	8.3.2 (b.2)	Hard rock excavation	m <sup>3</sup>	1 865		
B.1.7	8.3.2 (c)	Excavate and dispose of unsuitable material from trench bottom	m <sup>3</sup>	1 865		
B.1.8	8.3.3 8.3.3.1	<b>EXCAVATION ANCILLARIES</b> <u>Make up deficiency in backfill material</u> a) From other necessary excavations on site	m <sup>3</sup>	815		
B.1.9		b) By importation from designated borrow pits	m <sup>3</sup>	815		
B.1.10		c) By importation from commercial or off-site sources selected by the contractor	m <sup>3</sup>	815		
B.1.11	8.3.3.2	Opening and closing down of designated borrow pit Compaction to 93% mod AASTHO Density in all trenches at road crossings and where directed by the Engineer. <b>(Soilcrete with a ratio of 8% cement, entire trench)</b>	Sum	1		
B.1.12	8.3.3.3		m <sup>3</sup>	300		
B.1.13	8.3.3.4	<u>Overhaul</u> b) Long overhaul	m <sup>3</sup> .km	22 200		
B.1.14	8.3.5	<b>EXISTING SERVICES THAT INTERSECT OR ADJOIN A PIPE TRENCH</b> a) Service that intersect a trench	No.	80		
B.1.15	8.3.6 8.3.6.1	<b>FINISHING</b> <u>Reinstate road surface complete with all courses</u> c) Base, subbase & 30mm Asphalt in roadway	m <sup>2</sup>	25		
B.1.16		c) Base, subbase & 60mm Concrete Pavers in roadway	m <sup>2</sup>	25		
<b>B.2</b>	<b>SABS 1200 LB</b>	<b>PROVISION OF BEDDING</b>				
B.2.1	8.2.1	<b>PROVISION OF BEDDING FROM TRENCH EXCAVATION ON SITE</b> a) Selected granular material for bedding cradle	m <sup>3</sup>	2 700		
B.2.2		b) Selected fill blanket	m <sup>3</sup>	5 430		
B.2.3	8.2.2 8.2.2.2	<b>SUPPLY ONLY OF BEDDING BY IMPORTATION</b> <u>From borrow pits</u> a) Selected granular material for bedding cradle	m <sup>3</sup>	2 700		
B.2.4		b) Selected fill blanket	m <sup>3</sup>	5430		
<b>TOTAL CARRIED FORWARD</b>						

SECTION B: WATER RETICULATION						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
B.2.5	8.2.2.3	<u>From Commercial sources</u> a) Selected granular material for bedding cradle	m <sup>3</sup>	150		
B.2.6		b) Selected fill blanket	m <sup>3</sup>	260		
	8.2.3	<b>CONCRETE BEDDING CRADLE</b>	m <sup>3</sup>	50		
B.2.7	8.2.5	<b>OVERHAUL OF MATERIAL FOR BEDDING CRADLE AND SELECTED FILL BLANKET</b> The provision for overhaul on material hauled in excess of the specified freehaul distance of 5km, only on instruction of the engineer.	m <sup>3</sup> .km	22 200		
<b>B.3</b>	<b>SABS 1200 L</b>	<b>PIPEWORK SUPPLY, LAY AND BED PIPES COMPLETE WITH COUPLINGS</b>				
B.3.1	8.2.1					
B.3.1.1		a) 75mm dia. oPVC Class 9	m	23 450		
B.3.1.2		b) 110mm dia. oPVC Class 9	m	5 400		
B.3.1.3		c) 160mm dia. oPVC Class 9	m	5 500		
B.3.1.4		d) 200mm dia. oPVC Class 9	m	2 350		
B.3.1.5		e) 250mm dia. oPVC Class 9	m	1 550		
B.3.1.6		f) 315mm dia. oPVC Class 9	m	25		
B.3.1.7		g) 355mm dia. oPVC Class 9	m	25		
B.3.1.8		h) 400mm dia. oPVC Class 9	m	25		
B.3.1.9		h) 450mm dia. oPVC Class 9	m	25		
B.3.1.10		i) 500mm dia. oPVC Class 9	m	25		
B.3.1.11		j) 500mm Sch40 STD flanged galvanised steel pipe	m	5		
B.3.2	8.2.2	<b>EXTRA-OVER ITEMS B.12.1 FOR THE SUPPLYING, LAYING AND BEDDING OF SPECIALS COMPLETE WITH COUPLINGS</b> <u>Bends</u>				
B.3.2.1		a) 75mm dia. 90° oPVC	No.	85		
B.3.2.2		b) 75mm dia. 45° oPVC	No.	25		
B.3.2.3		c) 75mm dia. 22.5° oPVC	No.	20		
B.3.2.4		d) 75mm dia. 11.25° oPVC	No.	20		
B.3.2.5		a) 110mm dia. 90° oPVC	No.	12		
B.3.2.6		b) 110mm dia. 45° oPVC	No.	12		
B.3.2.7		c) 110mm dia. 22.5° oPVC	No.	7		
B.3.2.8		d) 110mm dia. 11.25° oPVC	No.	7		
B.3.2.9		a) 160mm dia. 90° oPVC	No.	11		
B.3.2.10		b) 160mm dia. 45° oPVC	No.	5		
B.3.2.11		c) 160mm dia. 22.5° oPVC	No.	5		
B.3.2.12		d) 160mm dia. 11.25° oPVC	No.	5		
B.3.2.13		a) 200mm dia. 90° oPVC	No.	5		
B.3.2.14		b) 200mm dia. 45° oPVC	No.	4		
B.3.2.15		c) 200mm dia. 22.5° oPVC	No.	4		
B.3.2.16		d) 200mm dia. 11.25° oPVC	No.	4		
B.3.2.17		a) 250mm dia. 90° oPVC	No.	3		
B.3.2.18		b) 250mm dia. 45° oPVC	No.	5		
<b>TOTAL CARRIED FORWARD</b>						

<b>SECTION B: WATER RETICULATION</b>						
<b>ITEM NO</b>	<b>PAYMENT REF</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QTY</b>	<b>RATE</b>	<b>AMOUNT</b>
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
B.3.2.19		c) 250mm dia. 22.5° oPVC	No.	5		
B.3.2.20		d) 250mm dia. 11.25° oPVC	No.	5		
B.3.2.21		a) 315mm dia. 90° oPVC	No.	1		
B.3.2.22		b) 315mm dia. 45° oPVC	No.	1		
B.3.2.23		c) 315mm dia. 22.5° oPVC	No.	1		
B.3.2.24		d) 315mm dia. 11.25° oPVC	No.	1		
B.3.2.25		a) 355mm dia. 90° oPVC	No.	1		
B.3.2.26		b) 355mm dia. 45° oPVC	No.	1		
B.3.2.27		c) 355mm dia. 22.5° oPVC	No.	1		
B.3.2.28		d) 355mm dia. 11.25° oPVC	No.	1		
B.3.2.29		a) 400mm dia. 90° oPVC	No.	1		
B.3.2.30		b) 400mm dia. 45° oPVC	No.	1		
B.3.2.31		c) 400mm dia. 22.5° oPVC	No.	1		
B.3.2.32		d) 400mm dia. 11.25° oPVC	No.	1		
B.3.2.33		a) 450mm dia. 90° oPVC	No.	1		
B.3.2.34		b) 450mm dia. 45° oPVC	No.	1		
B.3.2.35		c) 450mm dia. 22.5° oPVC	No.	1		
B.3.2.36		d) 450mm dia. 11.25° oPVC	No.	1		
B.3.2.37		a) 500mm dia. 90° oPVC	No.	1		
B.3.2.38		b) 500mm dia. 45° oPVC	No.	1		
B.3.2.39		c) 500mm dia. 22.5° oPVC	No.	1		
B.3.2.40		d) 500mm dia. 11.25° oPVC	No.	1		
B.3.3	8.2.5	<b><u>CAST IRON PRESSURE FITTINGS</u></b>				
		<b><u>EQUAL TEES</u></b>				
B.3.3.1		a) 75mm dia.	No.	80		
B.3.3.2		b) 110mm dia.	No.	5		
B.3.3.3		c) 160mm dia.	No.	4		
B.3.3.4		d) 200mm dia.	No.	3		
B.3.3.5		e) 250mm dia.	No.	2		
B.3.3.6		f) 315mm dia.	No.	1		
B.3.3.7		g) 355mm dia.	No.	1		
B.3.3.8		h) 400mm dia.	No.	1		
B.3.3.9		i) 450mm dia.	No.	1		
B.3.3.10		j) 500mm dia.	No.	1		
B.3.4	8.2.5	<b><u>END CAPS</u></b>				
B.3.4.1		a) 75mm dia.	No.	10		
B.3.4.2		b) 110mm dia.	No.	3		
B.3.4.3		c) 160mm dia.	No.	3		
B.3.4.4		d) 200mm dia.	No.	3		
B.3.4.5		e) 250mm dia.	No.	1		
<b>TOTAL CARRIED FORWARD</b>						

SECTION B: WATER RETICULATION						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
B.3.5	8.2.5	<b><u>REDUCERS</u></b>				
B.3.5.1		a) 250mm x 200mm dia.	No.	2		
B.3.5.2		b) 250mm x 160mm dia.	No.	2		
B.3.5.3		c) 200mm x 160mm dia.	No.	3		
B.3.5.4		d) 200mm x 110mm dia.	No.	5		
B.3.5.5		e) 160mm x 110mm dia.	No.	10		
B.3.5.6		f) 110mm x 75mm dia.	No.	10		
B.3.5.7		g) 160mm x 75mm dia.	No.	5		
B.3.6	8.2.5	<b><u>REDUCING TEES</u></b>				
B.3.6.1		a) 250mm x 200mm dia.	No.	2		
B.3.6.2		b) 250mm x 160mm dia.	No.	1		
B.3.6.3		c) 250mm x 110mm dia.	No.	1		
B.3.6.4		d) 250mm x 75mm dia.	No.	1		
B.3.6.5		e) 200mm x 160mm dia.	No.	4		
B.3.6.6		f) 200mm x 110mm dia.	No.	7		
B.3.6.7		g) 200mm x 75mm dia.	No.	15		
B.3.6.8		h) 160mm x 110mm dia.	No.	15		
B.3.6.9		i) 160mm x 75mm dia.	No.	45		
B.3.6.10		j) 110mm x 75mm dia.	No.	75		
B.3.7	8.2.5	<b><u>HYDRANT TEE</u></b>				
B.3.7.1		a) 75mm dia.	No.	30		
B.3.7.2		b) 110mm dia.	No.	21		
B.3.7.3		c) 160mm dia.	No.	12		
B.3.7.4		d) 200mm dia.	No.	7		
B.3.7.5		e) 250mm dia.	No.	5		
B.3.8	8.2.5	<b><u>GATE VALVES (BUTTERFLY)</u></b> <u>Supply, joint, cut pipes to length and test Airworths or similar approved valves to waterworks pattern.</u> <u>Class16 clockwise closing, non-rising spindle, with cap top, complying with SABS 664 AND FITTED WITH RESILIANIT SEAL SEATS</u>				
B.3.8.1		a) 75mm dia.	No.	190		
B.3.8.2		b) 110mm dia.	No.	30		
B.3.8.3		c) 160mm dia.	No.	25		
B.3.8.4		d) 200mm dia.	No.	8		
B.3.9	8.2.5	<b><u>GATE VALVES (SLUICE VALVES)</u></b> <u>Supply, joint, cut pipes to length and test Airworths or similar approved sluice valves to waterworks pattern.</u> <u>Class16 clockwise closing, non-rising spindle, with cap top, complying with SABS 664 AND FITTED WITH RESILIANIT SEAL SEATS</u>				
B.3.9.1		e) 250mm dia.	No.	4		
B.3.9.2		f) 315mm dia.	No.	1		
B.3.9.3		g) 355mm dia.	No.	1		
B.3.9.4		h) 400mm dia.	No.	1		
B.3.9.5		i) 450mm dia.	No.	1		
B.3.9.6		j) 500mm dia.	No.	1		
<b>TOTAL CARRIED FORWARD</b>						

SECTION B: WATER RETICULATION						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
B.3.10	8.2.5	<b><u>SCOUR VALVE CHAMBER, PIPEWORK AND VALVES</u></b> Construction of scour valve chamber as detailed in <u>DWG NKP340-TW002</u> , excluding valve, pipework and fittings	No.	7		
		<u>Fittings</u>				
B.3.10.1		110mm Cast iron scour tee	No.	2		
B.3.10.2		160mm Cast iron scour tee	No.	2		
B.3.10.3		200mm Cast iron scour tee	No.	3		
B.3.10.4		250mm Cast iron scour tee	No.	3		
B.3.10.5		Non rising soindle, RSV gate valve, both ends flanged to Table 16, complete with hand wheel Pn16 (Dn x 90mm);	No.	7		
B.3.10.6		Dn 90mm Viking Johnson Flange Adaptor, Flanged to SANS 1123 Table 16	No.	7		
B.3.10.7		90mm Galvanised steel pipe until pipe dayligths.	No.	7		
B.3.10.8		90mm dia. 45° galvanised steel Bend	No.	7		
B.3.10.9		Anchor Blocks	m <sup>3</sup>	3		
B.3.11	8.2.5	<b><u>AIR VALVE CHAMBER, PIPEWORK AND VALVES</u></b> The construction of an air valve chamber as detailed in <u>DWG NKP340-TW002</u> , excluding valve, pipework and fittings	No.	5		
B.3.11.1		<u>Equal Tee, flanged to Table 16 (Dn) :</u>				
B.3.11.2		a) 75mm dia.	No.	1		
B.3.11.3		b) 110mm dia.	No.	1		
B.3.11.4		c) 160mm dia.	No.	1		
B.3.11.5		d) 200mm dia.	No.	2		
B.3.11.6		e) 250mm dia.	No.	2		
B.3.11.7		<u>Flanged to Table 16, reducer (Epoxy coated, Dn x 50mm):</u>				
B.3.11.8		a) 75mm dia.	No.	1		
B.3.11.9		b) 110mm dia.	No.	1		
B.3.11.10		c) 160mm dia.	No.	1		
B.3.11.11		d) 200mm dia.	No.	2		
B.3.11.12		e) 250mm dia.	No.	2		
B.3.11.12		<u>Screwed flange (Epoxy coated):</u>				
B.3.11.13		a) 50mm	No.	6		
B.3.11.13		b) 25mm	No.	1		
B.3.11.14		<u>GMS Nipple (Epoxy Coated):</u>				
B.3.11.14		a) 50mm	No.	6		
B.3.11.15		b) 25mm	No.	1		
B.3.11.16		<u>Cast Brass Ball Valve (Screwed)</u>				
B.3.11.16		a) 50mm	No.	6		
B.3.11.17		b) 25mm	No.	1		
B.3.11.18		<u>RBX16-1 Air release valve:</u>				
B.3.11.18		a) 50mm	No.	6		
B.3.11.19		b) 25mm	No.	1		
<b>TOTAL CARRIED FORWARD</b>						

SECTION B: WATER RETICULATION						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
B.3.12	8.2.13	<b>FIRE HYDRANTS AND CHAMBERS</b> Fire hydrants, inlet for a 75mm pipe cast iron screw down type for underground installation with bayonet outlet. Inclusive of all piping and valves as per <b>DWG NKP340-TW001</b>	No.	80		
B.3.13	8.2.13	<b>VALVE CHAMBERS</b> Valve chamber as detailed on the <b>DWG NKP340-TW003</b> for valves of pipe diameter 75mm (including manhole covers)	No.	190		
B.3.14		Valve chamber as detailed on the <b>DWG NKP340-TW002</b> for valves exceeding 75mm but not larger than 250mm dia. (including manhole covers)	No.	50		
B.3.15		Valve chamber as detailed on the <b>DWG NKP340-TW004</b> for valves exceeding 250mm dia. (including manhole covers)	No.	5		
B.3.16		<b>ERF CONNECTIONS - 20mm (Including Stand Pipes) as per Typical DWG NKP340-TW005 and TW002</b> <b>High Density Polystyrene piping (HDPE, PE63(TYPE IV), Class 16), dimensions to (SABS 533 &amp; SABS ISO 4427:1996) , including the quick release compression fittings:</b> <b>The rate shall cover the Supply, Deliver, Handle, Lay, Construct and relevant pressure fittings, as per Typical DWG NKP340-TW005</b>				
B.3.16.1		<b>Single house connections:</b> Short house connection (<13m)	No.	900		
B.3.16.2		Long house connection (>13m)	No.	700		
B.3.16.3		Very Long house connection (>16m)	No.	400		
B.3.16.4	PS B	Handling Fee on Sub-Contractor for item B.3.16.1 to B.3.16.3	%			
B.3.16.5		<b>Double house connections:</b> Short house connection (<13m)	No.	700		
B.3.16.6		Long house connection (>13m)	No.	350		
B.3.16.7		Very Long house connection (>16m)	No.	200		
B.3.16.8	PS B	Handling Fee on Sub-Contractor for item B.3.16.5 to B.3.16.7	%			
B.3.17	8.2.4	<b>WATER METERS:</b> <b>Provision of new Kent PSM domestic water metering unit (plastic bodied), including relevant 20mm galvanized pipe extensions (200mm above N.H.L), elbows and bends, also the 1x20mm Cobra gate valves, one on each side of the metering unit</b>				
B.3.17.1		Thermal plastic water meter box	No.	4 500		
B.3.17.2	PS B	Handling Fee on Sub-Contractor for item B.3.17.1	%			
B.3.18	8.2.11	<b>CONCRETE WORKS</b>				
B.3.18.1		M15/19 concrete for anchor blocks	m <sup>3</sup>	30		
B.3.18.2		M15/19 concrete for stand connections (400mm x 400mm x 100mm concrete footing)	m <sup>3</sup>	30		
B.3.18.3		Concrete pipe markers ( <b>DWG NKP340-TW002</b> )	No.	30		
B.4	SABS 1200 G	<b>Reinforced concrete slabs for existing valves</b> <b>CONCRETE (STRUCTURAL)</b>				
B.4.1	8.2 8.2.2	<b>FORMWORK</b> <u>Smooth</u> Horizontal plane	m <sup>2</sup>	80		
<b>TOTAL CARRIED FORWARD</b>						

SECTION B: WATER RETICULATION						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
B.4.2	8.3	<b>REINFORCEMENT</b>				
	8.3.1	<u>Steel reinforcement, including all cutting, binding-wire, spaceblocks, etc</u>				
		Mild steel bars	t	1		
B.4.3		High tensile steel bars	t	1		
B.4.4	8.4	<b>CONCRETE</b>				
	8.4.3	Strength concrete, class 25 MPa/19mm for existing valve chambers	m <sup>3</sup>	12		
<b>RIVER CROSSING</b>						
<b>B.5</b>	<b>SABS 1200 D</b>	<b>EARTHWORKS</b>				
B.5.1	8.3.1	<b>SITE PREPERATION</b>				
	8.3.1.1	Clear and strip site	m <sup>2</sup>	50		
B.5.2	8.3.2	<b>BULK EXCAVATION</b>				
	8.3.2 a)	<u>a) Excavate in all materials and use for embankment or backfill or dispose, as ordered</u>				
		i) 0 - 2m depth	m <sup>3</sup>	5		
B.5.3	8.3.2 b)	<u>Extra over for</u>				
		1) Intermediate excavation	m <sup>3</sup>	2		
B.5.4		2) Hard Rock Excavation	m <sup>3</sup>	2		
<b>B.6</b>	<b>SABS 1200 G</b>	<b>CONCRETE (STRUCTURAL)</b>				
B.6.1	8.2	<b>FORMWORK</b>				
	8.2.2	<u>Smooth</u>				
		Horizontal plane	m <sup>2</sup>	4		
B.6.2		Vertical plane (600mm diameter concrete pipes to be used for formwork of piers)	m <sup>2</sup>	15		
B.6.3	8.3	<b>REINFORCEMENT</b>				
	8.3.1	<u>Steel reinforcement, including all cutting, binding-wire, spaceblocks, etc</u>				
		Mild steel bars	t	1		
B.6.4		High tensile steel bars	t	1		
B.6.5	8.4	<b>CONCRETE</b>				
	8.4.2	Blinding layer, class 15 MPa/14mm concrete, 50mm thick for all levels where reinforced concrete will be placed, including the necessary shuttering and finishing	m <sup>2</sup>	15		
B.6.6	8.4.3	<u>Strength concrete, class 30 MPa/19mm for the following:</u>				
		Foundations	m <sup>3</sup>	10		
B.6.7		Piers	m <sup>3</sup>	5		
<b>B.7</b>	<b>SABS 1200 H</b>	<b>STRUCTURAL STEELWORK</b>				
B.7.1	8.3.1	<b>SUPPLY AND FABRICATE</b>				
	8.3.1.1	Preperation of shop detail drawings	Sum	1		
B.7.2	8.3.1.2	Supply and fabrication of steelwork - pipe bridge structure as per drawing <b>NKP400_MRM12</b>	t	1		
<b>TOTAL CARRIED FORWARD</b>						

SECTION B: WATER RETICULATION						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
	8.3.2	<b>DELIVERY TO SITE</b>				
B.7.3	8.3.2.1	Normal delivery	t	1		
B.7.4	8.3.3	Erection on site	t	1		
<b>B.8</b>	<b>SABS 1200 HC</b>	<b>COROSION PROTECTION OF STRUCTURAL STEELWORK</b>				
	8.2.3	<b>SURFACE PREPERATION AND COATING APPLICATION</b>				
		a) <u>In the shop:</u>				
B.8.1		<b>Two (2) coats</b> Coastcote etch primer (Red Oxide) Code A05 to SABS 1091	m <sup>2</sup>	30		
B.8.2		<b>Final two (2) coats</b> to be an alkyd enamel 35-40 microns dft. Colour of structure to be cloud grey Code G13 (Battleship Grey) to SABS 1091	m <sup>2</sup>	30		
<b>TOTAL SECTION B TO SUMMARY</b>						

SECTION C - ELEVATED TANK						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
C.1	PS C	<b>NEW 870KL ELEVATED TANK</b> Supply, delivery and installation of 870KL elevated tank, including tank stand, cat ladder and walkway	Sum	1		
C.2	<b>SABS 1200D</b>	<b>BULK EXCAVATION</b>				
C.2.1	8.3.2	Excavate in all materials to dispose of i) 0 - 2m depth	m <sup>3</sup>	194		
C.2.2		ii) 2 - 4m depth	m <sup>3</sup>	1		
C.2.3	8.3.3	<b>RESTRICTED EXCAVATION</b> <b>Extra over for item C.3</b> Intermediate excavation	m <sup>3</sup>	19		
C.2.4		Hard Rock Excavation	m <sup>3</sup>	19		
C.3	<b>SABS 1200DM</b>	<b>SURFACE PREPARATION</b>				
C.3.1	8.3.7	Cut to spoil or stockpile from soft material (freehaul distance 1.0km) Preparation by ripping and compaction to 93% MOD AASHTO of 150mm layer in-situ material of total reservoir area including total fill areas as detailed	m <sup>3</sup>	194		
C.3.2	5.2.3.3.a	Elevated tank foundation (Foundation design to be confirmed upon receipt of tank dimensions from supplier)	m <sup>2</sup>	125		
C.4	<b>SABS 1200ME</b>	<b>FOUNDATION LAYER</b>				
C.4.1	8.3.2.6	Construct foundation from G6 material imported, compacted to 95% MOD AASHTO in layers of 150mm (Cost of tests included)	m <sup>3</sup>	132		
C.4.2		Overhaul on Item C.7.1	m <sup>3</sup> .km	1976		
C.5	<b>SABS 1200G</b>	<b>CONCRETE</b>				
C.5.1		Blinding layer, class 15 MPa/19mm concrete, 50mm thick for all levels where reinforced concrete will be placed, including the necessary shuttering and finishing	m <sup>2</sup>	49		
C.5.2	8.4.2	Concrete filling, class 15 MPa/19mm concrete for anchor blocks, filling where ordered by Engineer	m <sup>3</sup>	1		
C.5.3	8.4.3	<b>Strength concrete, class 30 MPa/19mm for the following:</b> Foundation	m <sup>3</sup>	30		
C.5.4	8.3.1	<b>Steel reinforcement consisting of deformed high-tension steelbars, including all cutting, binding-wire, spaceblocks, etc</b> In foundation	t	7		
C.5.5		<b>Back-up generator for pumps to elevated tank</b> Supply, delivery and installation of 250 KVA prime power three phase diesel generator YTO engine, 265 KVA Standby three phase diesel generator, including sound proof canopy, automatic transfer switch, genset control panel and 4 way protection module with AVR. (Or similar approved)	Sum	1		
<b>TOTAL SECTION C TO SUMMARY</b>						

SECTION D - STEEL TANKS						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>D.1</b>	<b>PS D SABS 1200D</b>	<b>NEW 3.3ML TANK</b> Supply, delivery and installation of 3.3ML tank including float control valve	No.	3		
<b>D.2</b>	<b>8.3.2</b>	<b>BULK EXCAVATION</b> Excavate in all materials to dispose of				
D.2.1		i) 0 - 2m depth	m <sup>3</sup>	1418		
D.2.2		ii) 2 - 4m depth	m <sup>3</sup>	1		
	<b>8.3.3</b>	<b>RESTRICTED EXCAVATION</b> <b>Extra over for item C.3</b>				
D.2.3		Intermediate excavation	m <sup>3</sup>	425		
D.2.4		Hard Rock Excavation	m <sup>3</sup>	425		
<b>D.3</b>	<b>SABS 1200DM</b>	<b>SURFACE PREPARATION</b> Cut to spoil or stockpile from soft material (freehaul distance 1.0km) Preparation by ripping and compaction to 93% MOD AASHTO of 150mm layer in-situ material of total reservoir area including total fill areas as detailed	m <sup>3</sup>	1307		
D.3.1	8.3.7					
D.3.2	5.2.3.3.a	Tank foundations (Foundation design to be confirmed upon receipt of tank dimensions from supplier)	m <sup>2</sup>	1576		
<b>D.4</b>	<b>SABS 1200ME</b>	<b>FOUNDATION LAYER</b> Construct foundation from G6 material imported, compacted to 95% MOD AASHTO in layers of 150mm (Cost of tests included)	m <sup>3</sup>	1418		
D.4.1	8.3.2.6					
D.4.2		Overhaul on Item C.7.1	m <sup>3</sup> .km	21272		
<b>D.5</b>	<b>SABS 1200G</b>	<b>CONCRETE</b> Blinding layer, class 15 MPa/19mm concrete, 50mm thick for all levels where reinforced concrete will be placed, including the necessary shuttering and finishing	m <sup>2</sup>	1126		
D.5.1						
D.5.2	8.4.2	Concrete filling, class 15 MPa/19mm concrete for anchor blocks, filling where ordered by Engineer	m <sup>3</sup>	15		
D.5.3	8.4.3	<b>Strength concrete, class 30 MPa/19mm for the following:</b> Foundation	m <sup>3</sup>	54		
D.5.4	8.3.1	<b>Steel reinforcement consisting of deformed high-tension steelbars, including all cutting, binding-wire, spaceblocks, etc</b> In foundation	t	2		
D.5.5		Reconfigure pipework at existing reservoir	Prov. Sum	1		
<b>D.6</b>	<b>SABS 1200 MJ</b>	<b>SEGMENTED PAVING</b> Construction of paving complete				
D.6.1	8.2.2	60mm interlocking paving blocks on 25mm sand bedding	m <sup>2</sup>	510		
D.6.2		Fig. 12 kerb	m	270		
<b>TOTAL CARRIED FORWARD</b>						

SECTION D - STEEL TANKS (Continued)						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>SECTION C BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
D.7	SABS 1200 L	<b>PIPEWORK</b>				
	8.2.5	<b>Supply and place pipes, valves and specials</b>				
D.7.1		200mm diameter non-return valve Strainer and chamber as detailed in drawing	No.	6		
D.7.2		<b>NKP340_TW008</b> for 200mm pipe	No.	3		
D.7.3		Bulk water meter and chamber as detailed in drawing <b>NKP340_TW009</b> for 250mm pipe	No.	1		
D.7.4		Bulk water meter and chamber as detailed in drawing <b>NKP340_TW010</b> for 400mm pipe	No.	1		
D.6.2		Mechanical water level indicator	No.	5		
<b>TOTAL SECTION D TO SUMMARY</b>						

SECTION E - WATER KIOSKS						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
E.1	<b>SABS 1200D</b>	<b>BULK EXCAVATION</b>				
E.1.1	8.3.2	Excavate in all materials to dispose of i) 0 - 2m depth	m <sup>3</sup>	15		
E.1.2	8.3.3	<b>RESTRICTED EXCAVATION</b> <b>Extra over for item C.3</b>				
E.1.3		Intermediate excavation	m <sup>3</sup>	3		
		Hard Rock Excavation	m <sup>3</sup>	3		
E.2	<b>SABS 1200DM</b>	<b>SURFACE PREPARATION</b>				
E.2.1	8.3.7	Cut to spoil or stockpile from soft material (freehaul distance 1.0km) Preparation by ripping and compaction to 93% MOD AASHTO of 150mm layer in-situ material of total reservoir area including total fill areas as detailed	m <sup>3</sup>	5		
E.2.2	5.2.3.3.a	Foundation & Slab	m <sup>2</sup>	310		
E.3	<b>SABS 1200ME</b>	<b>FOUNDATION LAYER</b>				
E.3.1	8.3.2.6	Construct foundation from G6 material imported, compacted to 95% MOD AASHTO in layers of 150mm (Cost of tests included)	m <sup>3</sup>	3		
E.3.2		Overhaul on Item C.7.1	m <sup>3</sup> .km	45		
E.4	<b>SABS 1200G</b>	<b>CONCRETE</b>				
E.4.1		Binding layer, class 15 MPa/19mm concrete, 50mm thick for all levels where reinforced concrete will be placed, including the necessary shuttering and finishing Concrete filling, class 15 MPa/19mm concrete for anchor blocks, filling where ordered by Engineer	m <sup>2</sup>	310		
E.4.2	8.4.2	<b>Strength concrete, class 30 MPa/19mm for the following:</b>	m <sup>3</sup>	1		
E.4.3	8.4.3	Foundation	m <sup>3</sup>	10		
E.4.4	8.4.3	<b>Strength concrete, class 15 MPa/19mm for the following:</b> In-Fill at standpipes	m <sup>3</sup>	10		
E.4.5	8.4.3	<b>Strength concrete, class 25 MPa/19mm for the following:</b> Slab, 100mm thick	m <sup>3</sup>	32		
E.4.6	8.3.1	<b>Steel reinforcement consisting of deformed high-tension steelbars, including all cutting, binding-wire, spaceblocks, etc</b> In foundation	t	1		
E.4.7		Ref 311 mesh in floor slab	m <sup>2</sup>	300		
<b>TOTAL CARRIED FORWARD</b>						

SECTION E: WATER KIOSKS						
ITEM NO	PAYMENT REF	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>BROUGHT FORWARD FROM PREVIOUS PAGE</b>						
<b>E.5</b>	<b>SABS1200 LE</b>	<b>MASONRY &amp; BRICKWORK</b>				
E.5.1	8.2.9 a)	<u>Brickwork:</u> 230 mm thick, 340mm high	m <sup>2</sup>	28		
E.5.2		<u>Damp proof coarse:</u> a) 375 Micron Polyethylene waterproof sheeting under floor slab	m <sup>2</sup>	310		
E.5.3		<u>Brickforce:</u> a) 0.6mm thick draw wire nominal 230mm wide brickforce	m	150		
<b>E.6</b>	<b>SABS 1200 H</b>	<b>STRUCTURAL STEELWORK</b>				
E.6.1	8.3.1	<b>SUPPLY AND FABRICATE</b>				
E.6.2	8.3.1.1	Preperation of shop detail drawings	Sum	1		
E.6.2	8.3.1.2	Supply and fabrication of steelwork - Water Kiosk Structure as per drawing <b>NKP340_WK01</b>	t	16		
E.6.3	8.3.2	<b>DELIVERY TO SITE</b>				
E.6.4	8.3.2.1	Normal delivery	t	16		
	8.3.3	Erection on site	t	16		
<b>E.7</b>	<b>SABS 1200 HC</b>	<b>COROSION PROTECTION OF STRUCTURAL STEELWORK</b>				
E.7.1	8.2.3	<b>SURFACE PREPERATION AND COATING APPLICATION</b> <u>a) In the shop:</u> <b>Two (2) coats</b> Coastcote etch primer (Red Oxide) Code A05 to SABS 1091	m <sup>2</sup>	120		
E.7.2		<b>Final two (2) coats</b> to be an alkyd enamel 35-40 microns dft. Colour of structure to be cloud grey Code G13 (Battleship Grey) to SABS 1091	m <sup>2</sup>	120		
<b>E.8</b>		<b>ANCILLARY WORKS</b>				
E.8.1		0.5mm IBR roof sheeting	m <sup>2</sup>	220		
E.8.2		20mm plastic tap, including 20mm pipework to connection	No	30		
<b>TOTAL SECTION E TO SUMMARY</b>						

SECTION	DESCRIPTION	AMOUNT
A	PRELIMINARY AND GENERAL	
B	WATER RETICULATION	
C	ELEVATED TANK (870KL)	
D	STEEL TANKS (3 x 3.3ML)	
E	WATER KIOSKS	
<b>SUB-TOTAL FOR CONSTRUCTION</b>		
<b>ADD 10% CONTINGENCIES</b> (This amount is under the sole control of the Engineer and may be omitted partially or as a whole)		
<b>ADD 2.5% FOR CONTRACT PRICE ADJUSTMENT</b>		
<b>SUB-TOTAL</b>		
<b>ADD 15% VAT</b>		
<b>TOTAL TO FORM OF OFFER</b>		
<p><b>TIME FOR COMPLETION (WEEKS)</b> _____</p> <p><b>SIGNED ON BEHALF OF TENDER</b> _____</p>		

**EMALAHLENI LOCAL MUNICIPALITY**



**TENDER NO: ELM 39/2020**

**EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2**

<b>C3      SCOPE OF WORK</b>
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All definitions, interpretations and general provisions for the General Conditions of Contract for Construction Work (2015) (3<sup>rd</sup> edition) are applicable.

**C 3.1    DESCRIPTIONS OF WORKS**

**C3.1.1    Project purpose**

The purpose of this project is to improve the provision of potable water supply in and around Kwa-Guqa new extensions (Ezinambeni) and the eradication of water backlog.

**C3.1.2    Overview of the Works**

The work entails the installation of approximately 52km of water pipes, sizes varying from 75mm to 500mm in diameter and includes reticulation and bulk lines, with 4500 water meters and five water kiosks. Phase 2 also includes the construction of a 3x3.3ML steel reservoirs. A summary of the works is as follow:

- Setting out of the works
- Clearing and grubbing of the pipe route
- Exposing of existing services
- Excavation of trenches for pipelines
- Construction of bedding layer
- Installation of oPVC pipes
- Installation of pipe fittings and couplings
- Construction of fill blanket layer
- Installation of stand connections
- Installation of valves and fire hydrants
- Construction of valve and fire hydrant chambers
- Backfilling of trenches
- Installation of water meters
- Testing and commissioning of pipes.
- Construction of 3 x 3.3ML steel reservoirs
- Finishing off of the site

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C3.1

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**Contractor**

**Witness 1**

**Witness 2**

**Employer**

**Witness 1**

**Witness 2**

**C3.1.3 Extent of the Works**

The major items of work to be executed by the Contractor are as follows:

**a) General**

- i) Erecting of construction board, position to be confirmed with Local Authority.
- ii) Get all the Contractual requirements in order.
- iii) Arrange and allocate all the Sub-contractors.
- iv) Allocate all the material and plant to be utilised in the project.
- v) Arrange the Health and Safety Officer, Health and Safety plan and Risk assessment for the project.
- vi) Establishment of Contractor's camp and the moving of plant to the Site.
- vii) Provide accredited training to labourers as per client's requirements.

**b) Project specific**

- The installation of water infrastructure located in the road reserve for Empumelweni. The pipe sizes will vary between 75mm and 500mm diameter. Reticulation involves installation of pressure fittings, isolation valves, fire hydrants and chambers as well as water kiosks.
- The installation of 4500 metered stand connections, full level of service.
- Construction of 3 x 3.3ML steel reservoirs

**C3.1.3 Location of the Works**

Point E: Longitude (E): 29°06'34.84" and Latitude (S): 25°52'15.15"

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C3.2

**Contractor**

**Witness 1**

**Witness 2**

**Employer**

**Witness 1**

**Witness 2**



### C3.1.4 Change in works

The Engineer may, from time to time by order in writing without in any way vitiating the Contract or giving to the Contractor any claim for additional payment, require the Contractor to proceed with the execution of the works in such order as in his opinion may be necessary, and may alter the order of or suspend any part of the Works at such time and times as he may deem desirable and the Contractor shall not, after receiving such written order, proceed with work ordered to be suspended until he shall receive a written order to do so from the Engineer. Where the work must of necessity be carried out in conjunction with work of other Contractors, or with that of the Employer, it shall be co-ordinated and arranged in such a manner as to interfere as little as possible with the progress of such other work so as to offer every reasonable facility to other Contractors or to employees of the Employer.

C3.3

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## C3.2 **ENGINEERING**

### C3.2.1 Design services and activity matrix

Description	Responsibility
Design of Works	Engineer
Concept, feasibility and overall process	Client
Basic Engineering and detail layouts to tender stage	Engineer
Final Design of Works	Engineer
Final Design to approved for construction stage	Client
Preparation of tender documentation & adverts	Engineer
Appointment of soil test / topographical surveyors	Client
Appointment of sub-contractors	Contractor
Supervision	Engineer
Preparation of as-built drawings	Contractor / Engineer
Completion certificate	Engineer / Client / Contractor

### C3.2.2 Drawings

A full set of drawings will be used exclusively for the recording of as built information by the Contractor.

Only dimensions, positions, levels, co-ordinates etc. that change from the original values, will be required to be entered on these drawings. These drawings, fully marked up, will be handed to the Engineer at the issue of the Certificate of completion, which will not be issued until the as-built information has been received.

The following drawings are applicable to this contract:

- NKP340\_GL01 - General Layout Plan
- NKP340\_GL02 - General Layout Plan
- NKP340\_TW001 - Details for the Construction of Fire Hydrants
- NKP340\_TW002 - Typical Details for valves and Pipe Marker
- NKP340\_TW003 - Typical Details: 75mm Valve Chamber
- NKP340\_TW004 - Typical Details: 250mm and bigger valve chamber
- NKP340\_TW005 - Typical Details: House Connections
- NKP340\_TW006 - Typical Details: Thrust block data
- NKP340\_TW007 - Typical Details: Pipe Anchor
- NKP340\_TW008 - Typical Details: Strainer Chamber
- NKP340\_TW009 - Typical Details: Bulk Water Meter
- NKP340\_TW010 - Typical Details: Bulk Water Meter

### C3.4



Contractor



Witness 1



Witness 2



Employer



Witness 1



Witness 2

### **C3.3 PROCUREMENT**

The Tenderers notice is drawn to the fact that the awarding of this tender will be in terms of the Supply Chain Management Policy of the Emalahleni Local Municipality and The Standard Conditions of Tender as contained in Annexure F of the September 2005 edition of the CIDB Standard for Uniformity in Construction Procurement.

### **C3.4 SUB-CONTRACTING**

No work may be sub-contracted to another party unless approval is given by the Engineer in writing. The Contractor is to submit to the Engineer in writing a request for appointment of a particular sub-contractor. Accompanying this request is to be the full detail of the sub-contractor, including:

- Previous experience
- Work which will be sub-contracted to him/her
- Approximate value of the work to be sub-contracted

Before the Engineer issues any certificate that includes any payment in respect of work done or goods supplied by any sub-contractor appointed in accordance with the provisions of Clause 6.3 of the General Conditions of Contract for Construction works (2015), he shall be entitled to call upon the Contractor to furnish reasonable proof that all payments (less retention moneys) included in previous certificates in respect of the work or goods of such sub-contractors have been made or discharged by the Contractor, in default of which, unless the Contractor:

- ✓ Informs the Engineer in writing that he has reasonable cause for withholding or refusing such payment; and
- ✓ Submits to the Engineer reasonable proof that he has so informed such sub-contractor in writing.

### **C3.5 CONSTRUCTION**

#### **C3.5.1 Work Specifications**

Although not bound in nor issued with this document, the following standardised specifications will form part of the contract document:

SABS/SANS 1200.

#### **C3.5.2 Plant and materials**

All materials shall comply with the requirements of the South African Bureau of Standards and shall bear the official standardization mark. Where SABS standard does not exist for a certain

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C3.5

<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

material, or a material does not bear the official standardization mark, the Engineers approval of such material must be gained before use thereof.

### C3.5.3 Construction Equipment

All equipment on site shall be in a good working order and is to be in such a condition that it can achieve production rates which are typical of the industry standards.

Should any equipment, in the opinion of the Engineer, be substandard or breaks down frequently to such an extent that it affects the progress on the project, the Engineer may instruct the Contractor to replace such equipment.

### C 3.5.4 Existing Services

The services existing on the site will be either shown on the drawings or pointed out on site by the Engineer and / or the Municipality. No excavation work will commence unless a representative of the Municipality and/or the Engineer have been requested to point out existing services in the area under construction. Written confirmation of services that have been pointed out by the Municipality is to be obtained by the Contractor.

All existing services on the site may not be shown on the drawings or be visible on the site. The Engineer may order excavation by hand in order to search for and expose services. An item has been included in the Schedule of Quantities to cover the cost of such work if so ordered by the Engineer. Where a service is damaged because of the Contractors negligence he shall be liable for the cost involved in the repair of the services and any other consequent cost that may arise due to the interruption of the damaged services.

No excavation is to take place until a representative from the Municipality has been contacted and he has pointed out the existing services to the Contractor and confirmed it in writing. The same shall apply to all Telkom services in the area.

### C3.5.5 Site Establishment

- Source of Water Supply

Water is available from the existing water network. The Contractor is to arrange with the Local Authority for a connection point. The Contractor will be responsible for the costs of the connection as well as the use of water for construction purposes. The Contractor's attention is drawn to the fact that the potable water supply is erratic in this area. Under no circumstances may potable water be used for construction, unless written permission is granted by the Engineer.

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C3.6

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Contractor

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Witness 1

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Witness 2

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Employer

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Witness 1

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Witness 2

- Sources of power supply

Electricity is available from the existing network. The Contractor is to arrange with the Local Authority for a connection. The Contractor will be responsible for the costs of electricity consumed as well as the connection costs.

- Location of camp and depot

The Contractor's camp is to be located on a site acceptable to Emalahleni Local Municipality. Written approval needs to be obtained from Emalahleni Local Municipality. No workers will be permitted to live in this camp.

- Sanitary facilities

The Contractor is to provide the necessary sanitary facilities at his camp, all of which will be governed by the requirements of the Local Authority. The contractor shall pay all sanitary fees and charges due.

It is not required that specific sanitary facilities be provided for the Engineer, and the facilities for the Contractor will be shared by both parties. The facilities are, however, to be kept in a clean and hygienic condition, to the satisfaction of the Engineer. All sanitary facilities are to conform to the by-laws of the Local Authority.

- Temporary offices

The Contractor is not required to provide any specific office space for the Engineers, but the Contractors' offices shall have adequate space and facilities for the holding of site meetings, and for the Engineer to perform administrative functions on an ad hoc basis.

Neither housing nor shelters will be provided for the contractor's employees, and the Contractor shall make his own arrangements to house his employees and transport them to the Site.

- Name Boards

One name board shall be provided at the position as ordered by the Engineer. The Engineer will provide the lettering required once the tender is awarded.

- Survey assistant and equipment

The Contractor will not be required to make any survey equipment available specifically for the use of the Engineer. The Contractor will however make 2 survey assistants available to the Engineer as and when required, as well as the theodolite and/or level plus accessories

### C3.5.6 Site Usage

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C3.7

<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

▪ Ground and access to the works

The Contractor shall where necessary on or adjacent to roads which carry traffic, provide all the necessary barricades and signs in accordance with the stipulations of the South African Road Traffic Signs Manual, and in strict accordance with the requirements of the Protective Services of the Local Municipality.

The Contractor shall further ensure that all public roads that are used for access to the site are kept free of debris at all times. The Contractor shall also take adequate measures to ensure that dust is kept to an acceptable level. The term acceptable is to be deemed as acceptable to the Engineer.

▪ Care, damage and protection

The Contractor shall at his own cost make full provision for all watching and lighting necessary for the protection of all persons, animals, vehicles, etc., from injury by reason of the Works. He shall provide ample warning signs, guard rails, etc., around open excavations, stacks of materials, excavated material, debris or the like, and he shall be held liable for all claims made upon himself or upon the Employer by reason of his neglect of all such precautions and provisions.

During the periods of construction of the Works and the repair of defects, the Contractor shall, at his own cost, to the satisfaction of the Engineer and the relevant Authority, take sufficient and adequate measures to avoid interrupting the use of all roads, footpaths, water courses, drains, pipes, telephones, electric wires and cables, premises, places and works, public or private, which may in any way be interfered with by the operations; and shall also afterwards permanently restore all structures and everything which may have been temporarily displaced or otherwise interfered with, all to the satisfaction of the Engineer and the relevant Authority, without extra charge beyond the Contract price.

▪ Survey beacons

The Contractor shall take care to safeguard any permanent survey beacons such as erf boundary pegs and reference beacons. Should the Contractor disturb any such pegs and beacons, he shall have them replaced at his own cost by a registered Land Surveyor. The Contractor is to provide the Engineer with written confirmation from the Land Surveyor that he has replaced the relevant beacons.

The Contractor's attention is drawn to article 35(i) of the Land Surveying Act No. 9 of 1927 (as amended) in this regard.

▪ Access to individual erven

Access to all public and private property must be maintained at all times. Where trenches cross the access point to any property, the Contractor is to arrange for adequate and safe vehicular and pedestrian crossings over the trenches.

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C3.8

[Signature Box]

Contractor

[Signature Box]

Witness 1

[Signature Box]

Witness 2

[Signature Box]

Employer

[Signature Box]

Witness 1

[Signature Box]

Witness 2

The Engineer must approve the method of providing access before any excavation commences.

▪ Use of construction vehicles and equipment

The contractor shall ensure that all construction vehicles and mobile plants

- (a) are of an acceptable design and construction;
- (b) are maintained in a good working order;
- (c) are used in accordance with their design and the intention for which they were designed, having due regard to safety and health;
- (d) are operated by workers who-
  - (i) have received appropriate training and been certified competent and been authorised to operate such machinery; and
  - (ii) are physically and psychologically fit to operate such construction vehicles and mobile plant by being in possession of a medical certificate of fitness;
- (e) arrangements to guard against the dangers relating to the movement of vehicles and plant, in order to ensure their continued safe operation;
- (f) are prevented from falling into excavations, water or any other area lower than the working surface by installing adequate edge protection, which may include guardrails and crash barriers;
- (g) where appropriate, are fitted with structures designed to protect the operator from falling material or from being crushed should the vehicle or mobile plant overturn;
- (h) are equipped with an electrically operated acoustic signalling device and a reversing alarm; and
- (i) are on a daily basis inspected prior to use, by a competent person who has been appointed in writing and the findings of such inspection is recorded in a register.
- (j) no person rides or be required or permitted to ride on any construction vehicle or mobile plant otherwise than in a safe place provided thereon for that purpose;
- (k) every construction site is organised in such a way that, as far as is reasonably practicable, pedestrians and vehicles can move safely and without risks to health;
- (l) the traffic routes are suitable for the persons using them, sufficient in number, in suitable positions and of sufficient size;
- (m) every traffic route is, where necessary indicated by suitable signs for reasons of health or safety;
- (n) bulldozers, scrapers, loaders, and other similar mobile plant are, when being repaired or when not in use, fully lowered or blocked with controls in a neutral position, motors stopped and brakes set;
- (o) whenever visibility conditions warrant additional lighting, all mobile plant are equipped with at least two headlights and two taillights when in operation;
- (p) when workers are working on or adjacent to public roads, reflective indicators are provided and worn by the workers.

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C3.9

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

**3.5.7 Permits and Way leaves**

To be arranged with the relevant authorities.

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C3.10

**Contractor**

**Witness 1**

**Witness 2**

**Employer**

**Witness 1**

**Witness 2**

### 3.6 MANAGEMENT

#### C3.6.1 Management of the Works

- Setting out of the works

Generally, the positions of the works have been fixed on the plans according to the existing stand boundaries. The Engineer is to approve all setting out prior to commencement of excavation.

- Excavation of works & safety

The contractor shall ensure that all excavation work is carried out under the supervision of a competent person who is been appointed in writing. The Contractor will evaluate, as far as is reasonably practicable, the stability of the ground before excavation works begin and he/she shall not permit any person to work in an excavation which has not been adequately shored or braced.

The Contractor will cause convenient and safe means of access to every excavation area in which person are required to work and such access hall not be further than 6m from the point where any worker within the excavation is working.

The Contractor must ascertain as far as is reasonably practicable the location and nature of electricity, water, gas or other similar services which may in any way be affected by the work to be performed, and shall before the commencement of excavation work that may affect any such service, take the steps that may be necessary to render the circumstances safe for all persons involved;

The Principal Contractor shall cause every excavation which is accessible to the public or which is adjacent to public roads or thoroughfares, or whereby the safety of persons may be endangered, to be:

- (i) Adequately protected by a barrier or fence of at least one metre in height and as close to the excavation as is practicable; and
- (ii) provided with warning illuminants or any other clearly visible boundary indicators at night or when visibility is poor;

The Principal Contractor shall cause warning signs to be positioned next to an excavation within which persons are working or carrying out inspections or tests.

- Inspection by Engineer

No stage of construction shall be proceeded with until the Engineer or his representative has examined and approved the previous stage. If any work is covered or hidden from view before the Engineer has inspected same, the Contractor shall at his own cost open the

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C3.11

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

covered work for inspection. The Contractor shall also be responsible for making good any work damaged by such uncovering.

▪ Employment of local labour

It is a specific criterion of this project that should as far as possible adhere to RDP principles, and to meet these principles the following procedures will be followed:

All labour is to be sourced from the Emalahleni Local Municipal area of jurisdiction and the Contractor may only bring in key personnel from outside this area. The Contractor's attention is drawn to the standard rates specification (*Civil Engineering Industry Minimum Wage rates per hour; as per Government Notice R1202, 16 October 2015.*) found on the SAFSEC website at [www.safcec.org.za](http://www.safcec.org.za). These standard rates should be implemented for payment of all employees of the Contractor.

Key personnel would typically include the Contracts Manager, Site Agent, and Supervisor for each discipline and operators of plant where the operator must be seated.

A Monthly labour report on all local labour i.e. payments and labour days should be submitted to the Engineer at the end of each month in order for the Engineer to submit a report to the Employer.

None of the Works shall be executed except between sunrise and sunset on Monday to Saturday, inclusive, of any week, and none of the Works shall be executed on any special non-working days stated in the Contract Data, unless:

- ✓ The Engineer's permission in writing is obtained, subject to such conditions as may be laid down by the Engineer; or
- ✓ Provision is specifically made for it in the Contract; or
- ✓ Work is unavoidable or necessary for the saving of life or property or for the safety of the Works.

▪ Site Meetings

Regular meetings will be held between all relevant parties to establish the progress and / or delays and problems that might occur on site. Any problems of delays will be addressed accordingly and the Contractor will receive proper instructions with reference to this matter.

▪ Communication

The Engineer's representative on this project will be: Mr. K.C Smith

Contact No: 082 906 5967

The contact person for the Employer is: Mr. Edwin Sedupane

Contact No: 013 690 6911

▪ Daily Records

Daily records of resources (equipment and people employed) must be kept and must be available on site at all times. These records will include i.e. site instruction book, site diary,

C3.12

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

site visit register, contractual documentation and minutes of all project meetings. Labour information should be kept updated at all times.

▪ Compliance with applicable laws

The Contractor shall, in performance of the Contract, comply with all applicable laws, regulations and statutory provisions and agreements, and shall in particular, on the request of the Engineer, provide proof that he has complied therewith with regard to amongst others:

- ✓ Wages and conditions of work; and
- ✓ Safety

▪ Payment Certificates

As consideration for the construction, completion and defects correction of the Works, the Employer shall pay the Contractor in terms of the provisions of the Contract.

▪ Clearance of site

On completion of the Works, the Contractor shall clear away and remove from the site all Construction Equipment, surplus materials, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in a safe condition. All streams and watercourses (where applicable) shall be cleaned and restored to the condition as at the commencement of the Works. If the Contractor does not, within a reasonable time, comply with this requirement, the Employer may have the site cleared and recover the cost thereof from the Contractor.

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C3.13

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**EPWP labour intensive specification**

**Labour intensive competencies of supervisors and management staff**

Contractors having a CIDB contractor grading designation of 5 CE and higher shall only engage supervisory and management staff in labour intensive works who have either completed, or for the full duration of the contract, are registered for training towards, the skills programme outlined in Table 1.

The managing principal of the contractor, namely, a sole proprietor, the senior partner, the managing director or managing member of a close corporation, as relevant, having a contractor grading designation of 1CE, 2CE, 3CE and 4CE shall have personally completed, or for the period 1 April 2004 to 30 June 2006 be registered on a skills programme for the NQF level 2. All other site supervisory staff in the employ of such contractors must have completed, or for the full duration of the contract be registered on a skills programme for, the NQF level 2-unit standards or NQF level 4 unit standards.

**Table 1: Skills programme for supervisory and management staff**

Personnel	NQF level	Unit standard titles	Skills programme description
Team leader / supervisor	2	Apply Labour Intensive Construction Systems and Techniques to Work Activities	This unit standard must be completed, <b>and</b>  } any one of these 3 unit standards
		Use Labour Intensive Construction Methods to Construct and Maintain Roads and Stormwater Drainage	
		Use Labour Intensive Construction Methods to Construct and Maintain Water and Sanitation Services	
		Use Labour Intensive Construction Methods to Construct, Repair and Maintain Structures	
Foreman/ supervisor	4	Implement labour Intensive Construction Systems and Techniques	This unit standard must be completed, <b>and</b>  } any one of these 3 unit standards
		Use Labour Intensive Construction Methods to Construct and Maintain Roads and Stormwater Drainage	
		Use Labour Intensive Construction Methods to Construct and Maintain Water and Sanitation Services	
		Use Labour Intensive Construction Methods to Construct, Repair and Maintain Structures	
Site Agent / Manager (i.e the contractor's most senior representative that is resident on the site)	5	Manage Labour Intensive Construction Processes	Skills Programme against this single unit standard

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Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

### C3.7 HEALTH AND SAFETY

▪ Health & Safety Issues

All work is to be carried out in accordance with the Occupational Health and Safety Act and Regulations (Act 85 of 1993) (a copy of which must be kept on site), the Explosive Material Act of (Act 26 of 1956), the Minerals Act of 1991, and the Factories Machinery and Building Work Act (No 22 of 1941).

The Contractor's notice is drawn to the stipulations of the Construction Regulations 2003, a regulation of the Health and Safety Act 1993 (Gov Notice No R1010 of 18 July 2003). The construction regulation will be applied vigorously on the project.

The Contractor to be appointed must have made provision for the cost of health and safety measures during the construction process. The contractor must have the necessary skills, competencies and resources to carry out the work safely. A proper Safety Plan is to be submitted by the Contractor and a copy thereof is to be made available to all applicable appointed labourers and permanent workers on this project.

The Contractor is to ensure that the legal compliance for the Health and Safety issues are in place. Audits will be carried out to ensure that the Contractor is registered and in good standing with the Workmen's Compensation fund and that the Contractor has affected insurance indemnifying the Employer against penalties levied upon the Employer due to the acts of omissions of the Contractor in failing to comply with the provisions of the OHS regulations 2003. A compliance audit will also be carried out to ensure that the Contractor has appointed a full-time competent person in writing to deal with the issues of the OHS and that a risk assessment has been conducted and a copy of the Safety plan is on site before any work commences.

Operational audits will be carried out on the following important issues:

- ✓ That the Safety Plan is on site at all times
- ✓ That the Contractor's Safety file is on site at all times
- ✓ That the Safety Officer is on site at all times
- ✓ That Safety meetings are conducted as per the Safety Plan
- ✓ That employees are working under safe conditions
- ✓ That the public is not placed in danger
- ✓ That there is no harm to the environment

### C3.8 PROJECT SPECIFICATIONS

#### C3.8.1 Work Specifications

- a) SABS or BS Specifications and Codes of Practice  
Wherever any reference is made to the South African Bureau of Standards (SABS) and the British Standards Specification (BSS) in either these Bill of Quantities or the Specification of Materials and Methods to be Used (OOG-001E), this reference shall be deemed to read "SABS or Equivalent standard" and "BS or equivalent standard" respectively.

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C3.15

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

- b) Various other specifications specified in the SABS Standard Specifications or the Project Specifications.
- c) Latest **Sabita Manual**, Manual 25 entitled “Quality Management in the Handling and Transport of Bituminous Binders”.
- d) Latest **Sabita Manual**, Manual 26 entitled “Interim Guidelines for primes and stone precoating fluids”.

**PS 1 CONSTRUCTION PROGRAM**

The successful Tenderer shall submit a program, within the time stated in the appendix to the General Conditions of Contract in consultation with the Engineer, showing the order of procedure and method in which he proposes to carry out the Works. This program shall reflect the completion time as stated in the Appendix to the Tender and the program shall include a bar chart to show the proposed scheduling and methods of execution of the works and the resources to be allocated to each item or phase of the work.

Quantities proposed for execution each month and the anticipated cash flow based upon these quantities should be shown, due allowance being made for price escalation and retention monies. This program will be used to monitor progress. The successful Tenderer will therefore be held responsible to complete the Works within the stipulated time.

**PS 2 SITE FACILITIES AVAILABLE**

**PS 2.1 Water Supply**

Water is available. The Contractor must make his own arrangements with the Local Municipality. Construction water might be a problem.

**PS 2.2 Electrical Supply**

Electricity is available. The Contractor must make his own arrangement in this regard.

**PS 2.3 Location of Camp**

The Contractor's camp is to be located on a site acceptable to the Local Municipality. No workmen will be permitted to live in this camp.

**PS 3 SITE FACILITIES REQUIRED**

**PS 3.1 Sanitary Facilities**

A water closet must be supplied for the use of the Engineer and separate facilities must be supplied for the use by the Contractor's personnel.

**PS 3.2 Telephone**

Not necessary for the Engineer. The Contractor shall make his own arrangements.

**PS 4 LOCATION OF CONSTRUCTION CAMP**

A site will be pointed out to the Tenderers during the official Site Inspection for the Contractor to erect his construction camp.

**PS 5 SITE FACILITIES REQUIRED**

**PS 5.1 Laboratory Facilities**

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C3.16

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

A laboratory is not required on Site, but the Contractor shall make arrangements for the testing of materials required in terms of the Contract as and when ordered by the Engineer or as required by the Project Specifications.

**PS 5.2 Sanitary Facilities**

The Contractor shall provide approved toilet facilities on site for all staff and shall remove the same on completion of the Contract and restore the site at his own cost and to the satisfaction of the Engineer.

**PS 6 SPOIL MATERIAL**

No indiscriminate spoiling of material will be allowed. All suitable or surplus material shall be spoiled at sites to be indicated by the Engineer.

**PS 7 SITE MEETINGS**

Site meetings and/or site inspections will be held twice every month to evaluate the progress and to discuss matters pertaining to the Contract. The Contractor or his authorised representative shall attend such meetings on the site with a representative of the Employer and Engineer, at dates and times to be determined by the Employer.

**PS 8 SAFETY OF WORKMEN**

The safe conduct of the Works shall be a primary consideration, the entire Works shall be carried out in conformity with all the applicable statutory regulations, and requirements and Tenderers must price their Tenders accordingly.

The Contractor shall provide and maintain in readiness on the Site, all equipment, and materials necessary to render first aid in case of accidents or other emergencies. The Contractor shall also assign to the Works and designate for this purpose, trained employees who are able to render first aid.

**PS 9 ABNORMAL RAINFALL**

"It is anticipated that the Contractor will lose working time due to inclement weather over the duration of the contract period. The Contractor is to reconcile any delays, due to inclement weather or resulting conditions with the Engineers Representative within 7 days after incurring such delays. Should the total number of reconciled working days lost, over the duration of the Contract, exceed the anticipated number or working days lost as stipulated in the Appendix to Form of Tender, an extension of time for completion will be granted equal to the working days lost in excess of the anticipated number of days stipulated".

**PS10 PROTECTION OF BEACONS**

The Contractor shall take special precautions to protect any permanent beacon such as property beacons, reference beacons, height beacons, etc., irrespective of whether the referred to beacons were placed before or during the construction period.

Should any of these beacons be disturbed by the Contractor or any person in his employment or under his control the Contractor will at his own cost arrange for the re-establishment of the damaged or disturbed beacon by a registered land surveyor.

The relevant survey information and documentation shall be forwarded to the office of the Engineer for final approval and processing.

The Contractor's attention is drawn to clause 35(i) of the Survey Act No 9 of 1937 (as amended).

**PS11 SCALING FROM DRAWINGS**

Only dimensions shown on the Drawings, or calculated there-from, may be used for the construction of the Works and no dimension may be scaled without the written instruction of the Engineer.

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C3.17

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

**PS12 CONTRACTOR’S EMPLOYEES**

The Contractor shall employ local labourers for the work under this contract and shall fully acquaint himself and comply with all local laws, statutes, and bylaws in this respect.

**PS13 COST OF TEST SPECIMENS AND TESTS**

It is deemed that the Contractor has made provision in his Tender for all such services and tests that are required from him. It is the duty of the Contractor to, at his own cost, and by means of the necessary tests, to prove to the Engineer that the Works and compaction prescribed, comply with the Specification.

**PS14 EXAMINATION OF WORK BEFORE COVERING UP**

The Contractor shall give the Engineer a reasonable time to accommodate examinations in his programme, in which case a time for inspection can be agreed upon.

**PS15 NOTICE TO BE GIVEN**

If the Engineer attends with the purpose of examining any part or materials of the Works at the time and date as agree upon with the Contractor, and it is found that the Works or materials are not yet ready for inspection, the Contractor shall be responsible for the costs of such a visit by the Engineer.

**PS16 WORKMEN’S COMPENSATION**

The Contractor shall provide proof, that he has paid all contributions required in terms of the provisions of the Workmen’s Compensation Act (Act No. 30 of 1941, as amended), within 30 days of the Commencement Date.

**PS17 CARE OF WORKS, DAMAGE, INJURY, AND INSURANCE**

If any insurance claim arises, the Contractor shall immediately proceed with the necessary repairs after the damage has been established by the assessor, irrespective of whether the claim has been settled. No extension of time shall be granted if there is a waiting period for the settlement of the claim and all costs or losses which the Contractor may have regarding lost time, shall be deemed as covered by the insurance claim, or shall be borne by the Contractor himself.

**PS18 EXTENSION OF TIME DUE TO SHORTAGE OF MATERIAL**

Add the following Sub-Clause: If, during the preparation of his tender or during construction, the Contractor bases his unit prices on prices obtained from specific material or specific suppliers, it will be accepted that the Contractor has ascertained that such material shall be available on a continuous basis for execution of the contract.

No extension of time shall be granted if material cannot be obtained locally, but is available from other sources in the country, and no additional remuneration shall be granted for increased costs due to obtaining material from sources in other parts of the country.

If suppliers cannot adhere to the quoted delivery dates, any delays resulting from this shall be considered as a matter between the supplier and the Contractor. Extension of time could be granted under such conditions after complete proofs have been submitted to and accepted by the Engineer, but without any financial implications for the Employer.

**PS19 VALUE ADDED TAX (VAT)**

Value added tax (VAT) shall be calculated on each payment certificate, but it shall remain the responsibility of the Contractor to issue a tax invoice for the certified amount. The Contractor is responsible for the payment of VAT.

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C3.18

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

**PS20 MAKING GOOD OF DEFECTS**

If it is deemed necessary in the opinion of the Engineer, the defects liability period after repairs can be extended for a further period of twelve months or for a period to the discretion of the Engineer, as regards the relevant part of the works that is made good.

**PS21 FEATURES REQUIRING SPECIAL ATTENTION**

**PS21.1 Protection of trenches, pipelines, and appurtenant works**

Trenches shall always be effectively protected against the ingress of storm-water and also valve chambers and manholes as wells as structures at road crossings. Pipelines shall be positively protected against the ingress of dirt, foreign matter, storm-water and seepage water. The necessary steps in this regard include the following:

Sealing off pipe and branch ends with tightly sealing covers of strong plastic or other suitable material before loading for delivery to Site. These covers shall be fully maintained until the moment of jointing of the relevant pipe end or branch.

Open pipe ends in the trench shall be sealed off whenever work is stopped and shall be kept sealed off until closure by further pipe laying is affected. These sealing covers shall be tight sealing and sufficiently strong in fibre strength and attachment to the pipe, to withstand a water pressure corresponding to a head of 3m.

Air valves shall be consigned to Site sealed in strong transparent plastic bags which bags shall only be removed at the moment of installation.

Seepage water in the trench shall not be allowed to accumulate and shall be dealt with forthwith as provided for in Specification SABS 1200DB.

**PS 21.2 OPENING UP OF EXISTING SERVICES**

Wherever connection to the existing pipes is to be made, the existing pipes shall be opened up by means of hand excavation under the direction of the Resident Engineer.

**C3.8.2 Variations to Standard Specifications**

**PS A GENERAL AND PSAB ENGINEERS OFFICE**

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Clause in SABS 1200A	VARIATION
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**PS A 3 MATERIALS:**

**PS A 3.1 Quality of Materials and Workmanship:**

All materials used in the works shall, where such a mark has been awarded for a specific type of material, bear the SABS/SANS mark. All materials shall be new and of the best quality available unless otherwise specified.

All storage, handling, transport, erection or installation of plant, equipment and materials shall be carried out in accordance with the supplier's or manufacturer's instructions, provided that the Engineer may vary such instructions should he deem such variations necessary. Where supplier's or manufacturer's instructions are in conflict with the Specifications, the requirements of the Specifications shall apply unless otherwise agreed to by the Engineer. Any such conflict shall be brought to the attention of the Engineer by the Contractor.

**PS A 5 CONSTRUCTION:**

**PS A 5.1.2 Preservation and Replacement of Beacons and Pegs subject to the Land Survey Act:**

Add the following:

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C3.19

					
Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

- c) Within one week of taking possession of the Site the Contractor shall satisfy himself that all reference pegs and other survey reference marks shown on the Drawings or advised by the Engineer, are in place. The Contractor shall immediately report any missing survey marks to the Engineer. Any survey marks not reported as missing shall be deemed to be in place.
- d) The Contractor shall protect and reserve all survey marks for the duration of the Contract. Any survey marks (other than the pegs falling within the excavation lines shown on the Drawings) disturbed or removed during the course of the Contract without prior written consent of the Engineer, will be replaced at the Contractor's expense.

**PS A 5.5 Dealing with water on works:**

Add the following:

The Contractor shall at all times ensure that all open ends of pipes and branches are sealed off against the ingress of water.

**PS A 8 MEASUREMENT AND PAYMENT:**

**PS A 8.5 Sums stated provisionally by engineer**

**PS A 8.5 (a) Community Liaison Officer**

The contractor must pay a salary to a person appointed as the Community Liaison Officer for the project. The amount of payment and payment dates will be determined as soon as the CLO has been appointed.

**PS A 8.5 (b) Project Steering Committee (PSC)**

The tendered rate shall cover the compensation of all members of Project Steering Committee for attending meetings. The amount of payment and payment dates will be determined on the commencement date of the project. The engineer should authorise payment before it is made. Proof of payment has to be submitted Engineer before claim can be certified.

**PS B GENERAL**

Clause in                      **VARIATION**  
 SABS 1200B

**PS B 3 FINISHING OF ROAD RESERVE**

Shapes and drainage ditches shall be rounded as ordered. The newly constructed portion shall be adjusted as to harmonize with the existing landscape features. The transition to slope adjustments shall be gradual. Cleaning up of site, tamping of slopes.

**PS C SITE CLEARANCE**

Clause in                      **VARIATION**  
 SABS 1200C

**PS C 3 MATERIALS:**

**PS C 3.1 Disposal of Material:**

The freehaul shall be 5,0km.

**PS C 5 CONSTRUCTION:**

**PS C 5.1 Areas to be cleared and grubbed:**

The Contractor shall observe the restrictions in SABS 1200 DB.

**PS C 5.2 Cutting of trees:**

**PS C 5.2.1 Protection of Persons, Animals and Structures:**

C3.20

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

Before commencing work in any particular area the Contractor shall in conjunction with the Engineer's Representative compile a report on the state of repair of all adjoining fences and structures that could be affected by the Contractor's operations.

**PS C 5.2.3.2 Individual trees:**

The penalty shall be R1,000-00 per tree.

**PS C 5.3 Clearing:**

- (a) The width or area to be cleared shall be the width or area required by the Contractor for excavation, stockpiling of excavated material and construction activities, subject to the prior approval of the Engineer.
- (c) No structures, buildings, huts or other man made obstructions shall be cleared without the written consent of the Engineer.

The contractor shall, if required, leave undamaged all obstructions and vegetation further than 4 metres from the pipe centre line and 5 metres from a structure. Where obstructions and trees are closer than the aforementioned distances the Engineer shall direct whether these are to be removed or not. In the latter case, the Engineer shall decide on the additional compensation (if any) due to the contractor for not disturbing the obstruction.

- (d) All fencing materials shall be preserved for subsequent re-erection to the original standard by the Contractor. or be replaced by the Contractor at his own cost.

Prior to cutting an existing fence a straining post with stay shall be erected at the two ends of the opening and the existing wires shall be secured to these posts. The opening shall then temporarily be closed with a folding wire gate until completion of construction when the fence shall be reinstated between the two straining posts

**PS DB EARTHWORKS (PIPE TRENCHES)**

**Clause in SABS 1200DB VARIATION**

**PS DB 2.3 Definitions:**

Add the following: The bedding cradle shall be all the bedding below the selected fill blanket as shown on the Drawings prepared by the Engineer.

**PS DB 5 CONSTRUCTION:**

**PS DB 5.1.2 Water in Trenches:**

Water in pipe trenches may cause movement of the pipes due to flotation and backfilling must therefore be carried out as soon as possible. Should movement of pipes occur the Contractor shall, unless otherwise directed by the Engineer, remove the pipes from the trench and relay the same, in accordance with the Specification, all at his own expense.

**PS DB 5.1.3 Accommodation of Traffic and Access to Properties:**

The construction procedure to be followed by the Contractor at road and rail crossings shall be subject to the prior approval of the Engineer.

**PS DB 5.4 Excavation:**

Replace in the second and third lines, the words "provide at least the appropriate side allowance given in Clause 8.2.3", by the following:  
 "ensure that the trench sides (within trench supports and walls, if any) satisfy the alignment requirements relative to the specified pipe centreline as shown on the drawings".

**PS DB 5.5 Trench bottom:**

C3.21

<small>Contractor</small>	<small>Witness 1</small>	<small>Witness 2</small>	<small>Employer</small>	<small>Witness 1</small>	<small>Witness 2</small>

**Add the following paragraphs:**

Where pipe trenches are excavated by the Contractor to depths in excess of those specified, directed or indicated on the Drawings, such over-excavation shall be backfilled with suitable approved selected material in layers not exceeding 150 mm un-compacted thickness and compacted to the density of the adjacent undisturbed material or as directed by the Engineer.

Where the Engineer deems this method of backfilling inadequate he may require the over-excavation, or parts thereof, to be filled with mass concrete of the grade as directed.

All backfilling of over-excavation shall be at the Contractors expense.

The Contractor shall submit on a daily basis to the Engineer's Representative a schedule of "as excavated" trench bottom levels for trenching done on the previous day. These levels shall be taken at intervals not exceeding 50m and particularly also at horizontal bends and points of change in grade.

**PS DB 5.6 Backfilling:**

**PS DB 5.6.1 General:**

Backfilling of trenches shall not commence before the Engineer has approved the preceding operations.

**PS DB 5.6.3 Disposal of Soft Excavation Material:**

Excess excavation material shall be disposed of in areas to be designated by the Engineer.

**PS DB 6 TOLERANCES:**

**PS DB 6.2 Moisture content and densities:**

Accuracy Degree III shall apply, except that the requirements of Clause 6.1 of SABS 1200LB shall apply for the bedding i.e. the material below the top of the blanket cover.

**PS DB 8 MEASUREMENT AND PAYMENT:**

**PS DB 8.2 Computation of quantities:**

**PS DB 8.2.5 Please add the following clause:**

Payment widths and depths are shown on the Drawings. The minimum width and highest permissible invert level of the trench shall be used for measurements.

**PS DB 8.3 Scheduled items**

**PS DB 8.2.2(a) Excavation:**

Excavate in all materials for trenches, backfill, compact and dispose of surplus material

The rate for excavation shall also cover the cost of shoring when necessary in terms of Clause 5.1.1.2 of SABS 1200D.

**PS L MEDIUM-PRESSURE PIPELINES**

**Clause in SABS 1200L VARIATION**

**PS L 2 INTERPRETATIONS:**

**PS L 2.3 Definitions:**

Add the following:

Pipe work. Assembled pipe, specials and fittings.

**PS L 3 MATERIALS**

**PS L 3.1 General:**

C3.22

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Pipes, specials and fittings shall at all times be protected against damage by fire and storm-water.

Pipes shall be supported during travelling on shaped and padded cradles while pipe specials shall be adequately supported and separated from each other to prevent any damage.

At the delivery points on Site, pipes, pipe specials and fittings shall be supported on sandbags of sufficient strength, such that the undersides of the pipes and pipe specials are at least 200mm off the ground. The number and positioning of supports under the pipes shall be such as to prevent any undue pipe deflection".

**PS L 3.11 Manholes and surface boxes:**

**PS L 3.11.1 Bricks:**

Cement bricks with a compressive strength of 14MPa that comply with the requirements of SABS 1215 may also be used.

**PS L 3.11.5 Manhole Covers and Frames:**

Manhole covers and frames shall be of the types shown on the Drawings prepared by the Engineer. All manhole covers and frames shall have been hot dipped in an acceptable bituminous compound before despatch from the manufacturer's works.

The bituminous compound shall comply with the recommendations contained in SABS 568.

**PS L3.11.6 Surface Boxes:**

Surface boxes shall be of cast iron and of the types shown on the drawings prepared by the Engineer.

**PS L 5 CONSTRUCTION:**

**PS L 5.1 Laying:**

**PS L 5.1.1 General:**

Replace the second sentence by the following:

"It shall be laid centrally on the specified pipe centreline as shown on the Drawings to comply with the tolerances of Clause 6 of this Specification".

Add new paragraph:

The Contractor's construction procedures and scheduling of activities during the day shall provide in particular for the large coefficient of expansion of oPVC pipes and the possible pulling out at joints with pipe laying during the warmer part of the day. The pipe manufacturer's requirements in this regard shall be strictly adhered to.

**PS L 5.1.2 Keeping Pipelines Clean:**

The Contractor shall construct and maintain the necessary mounds and furrows to prevent the ingress of storm water into the trench at all times.

**PS L 5.1.3 Depths and Cover:**

**Add the Following:**

The depth ranges for trenches are shown in the Schedule of Quantities. Full details of trench depths are shown on the Drawings.

Fire hydrant outlets (drain valves) shall be brought up to within the depths from the top of the hydrant cover as shown on the Drawings.

**PS L 5.4 Concrete casing:**

The concrete shall be 25MPa/19mm strength concrete. Pipes shall be rigidly fixed to prevent flotation during concreting. Also refer to sub-clause 5.4.5.1 of SABS 1200GA

**PS L 5.6 Valve and hydrant chambers:**

Details of the chambers are shown on the Drawings prepared by the Engineer.

**PS L 5.7 Manholes:**

C3.23



Contractor



Witness 1



Witness 2



Employer



Witness 1



Witness 2

**PS L 5.7.1      General:**  
The applicable drawings shall be the Drawings prepared by the Engineer.

**PS L 6            TOLERANCES:**

**PS L 6.2        Control points:**  
In the third line replace 100mm by 50mm.

**PS L 6.3        Alignment (plan and level):**  
The deviations in horizontal and vertical alignment shall not exceed 100mm and 50mm respectively.

**PS L 7.3        Standard hydraulic pipe test:**

**PS L 7.3.1      Test Pressure and Time of Test:**

The Contractor shall obtain the Engineer's prior approval before using isolating valves as bulkheads. Before pressurising the pipeline, the isolating valves for air valves shall be closed subject to sub-clause PSL 7.3.1.6.

**PS L 7.3.1.2    The test pressures for field testing are shown on the Drawings.**

**PS L 7.3.1.2    The test pressures referred to in this sub-clause are subject to the requirements of PSL 7.3.1.2.**

**PS L 7.3.1.6    New Sub-clause**

Depending on the type of air valve and rating of these valves in relation to the test pressure, the air valves may have to be isolated during testing and after air release is complete at rating pressures. The Contractor shall obtain the necessary directive in this regard from the Engineer prior to testing.

**PS L 7.3.1.7    New Sub-clause**

A Hydrostatic Test Certificate must be completed for each pipeline tested. A Pro-forma certificate has been included in this document on Page 6.19.

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C3.24

  
*Contractor*

  
*Witness 1*

  
*Witness 2*

  
*Employer*

  
*Witness 1*

  
*Witness 2*



**PSGA CONCRETE (SMALL WORKS)**

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**Clause in SABS 1200GA      VARIATION**

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**PS GA 3.2      CEMENT**

**PS GA 3.2.1      Applicable Specifications**

CEM I and II shall not be used without prior approval from the Engineer.

**PS GA 3.2.2      Storage of Cement**

Cement shall not be kept in storage for longer than 12 weeks.

**PS GA 3.4      AGGREGATES**

**PS GA 3.4.2      Use of Plums**

The use of plums will not be permitted.

**PS GA 5      CONSTRUCTION**

**PS GA 5.1.2      Fixing**

Welding of reinforcement will not be permitted.

**PS GA 5.2      FORMWORK**

**PS GA 5.2.1      Classification of Finishes**

The finish of exposed concrete surfaces shall be "Smooth" as detailed in paragraph (b) of sub-clause 5.2.1.

**PS GA 5.4      CONCRETE**

**PS GA 5.4.1.2      Consistency**

The slump shall comply with the limits given in Table 2 unless otherwise shown on the Drawings.

**PS GA 5.4.1.5      Strength Concrete**

The concrete grade is specified on the drawings and in the Schedule of Quantities by the required minimum strength after 28 days in MPa and the maximum size of coarse aggregate in the mix; for example, Grade 25/19 of concrete denotes a concrete with a minimum crushing strength of 25 MPa after 28 days and with a 19mm maximum size coarse aggregate.

The required mix to obtain the specified strength grade will be confirmed by the Engineer.

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C3.26

*Contractor*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*

**C3.8.3 Particular specifications**

**SECTION A (PRELIMINARY & GENERAL)**

**PS A Re-Establishment**

This item allows provision for re-establishment of the contractor's plant, office and general obligations in the event that the Employer has executed his right to suspend the works in accordance with clause 5.11.2 of the GCC. Payment of this provision shall only be upon instruction from the employer's agent.

**SECTION B (WATER RETICULATION)**

**PS B Sub-Contracting of Work**

Nominated sub-contractors will be proposed by the client pending a sub-contractor tender phase. No additional sub-contracting will be allowed after tender closure.

After appointment the contractor will need to supply the client with an agreement/contract between the contractor and sub-contractor. The agreement will solely be between the contractor and sub-contractor. Disputes will be mediated by the engineer and conditions of contract will be based on GCC 2015. Non-performance of sub-contractor to be communicated to the engineer timeously to ensure quick dispute resolution.

Contractor to price this item as a handling fee on sub-contracted rates for management of sub-contracted works.

**SECTION C (ELEVATED TANK)**

**PS C NEW 870KL ELEVATED TANK**

Contractor to supply quotation from a specialised service provider (specialist). Supplier to be appointed to engineer's approval.

**SECTION D (STEEL TANKS)**

**PS D NEW 3.3ML STEEL TANK**

Steel tank that is quoted on should be able to be operated under foundation conditions as specified by engineer. (See drawing NKP340\_RES01) Tank foundations will consist of reinforced earthworks. If quoted tank requires any additional support i.e. concrete footing etc. it will be deemed included in contractor's rate for item D.1. Any additional foundation structures will need to be approved by engineer prior to construction/ installation. Rate shall include access for maintenance, inlet and outlet piping, vents, flow control, level control, telemetry etc.

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C3.27

[Signature Box]

Contractor

[Signature Box]

Witness 1

[Signature Box]

Witness 2

[Signature Box]

Employer

[Signature Box]

Witness 1

[Signature Box]

Witness 2

## EMALAHLENI LOCAL MUNICIPALITY



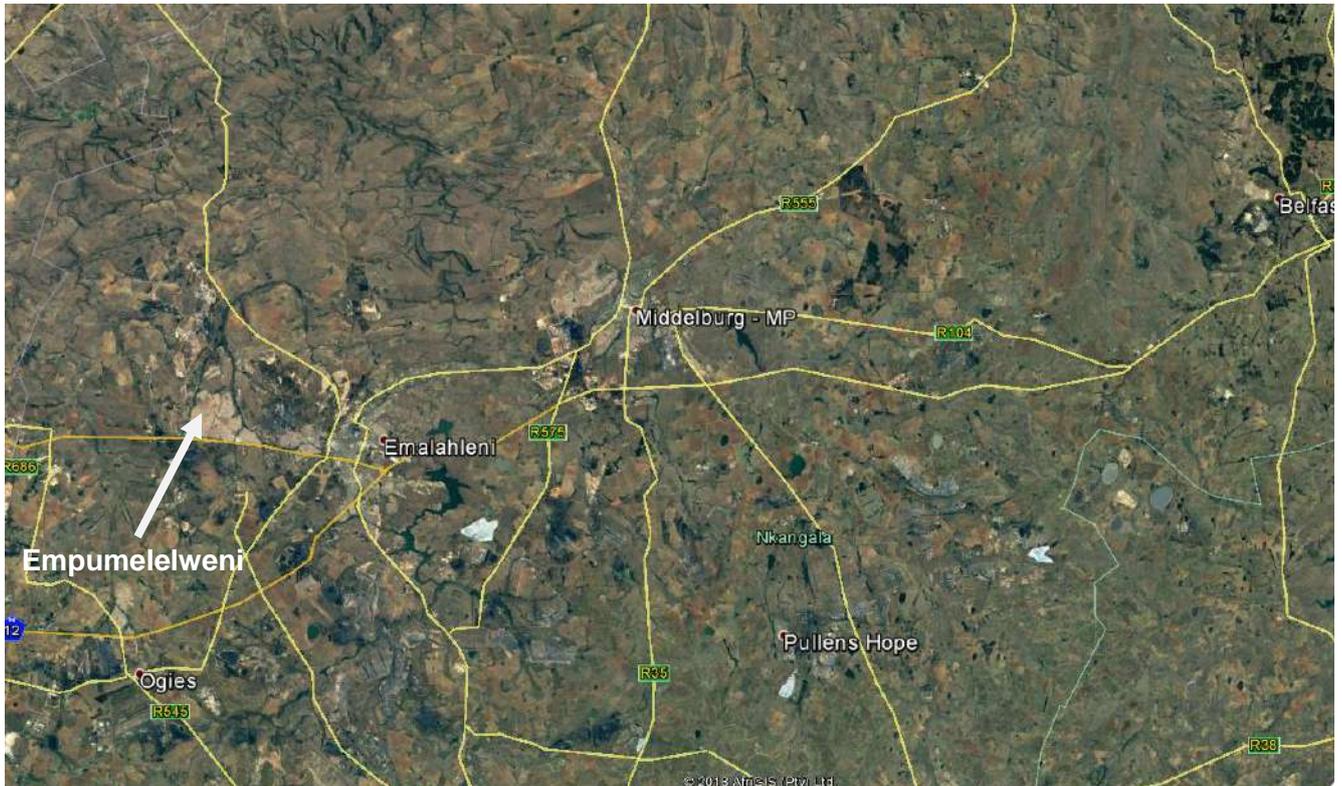
TENDER NO: ELM 39/2020

### EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2

#### **C4 SITE INFORMATION**

##### Locality plan

Point E: Longitude (E): 29°06'34.81" and Latitude (S): 25°52'15.15'



C4.1

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

## EMALAHLENI LOCAL MUNICIPALITY



TENDER NO: ELM 39/2020

### EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK – PHASE 2

<b>C5 RELEVANT DOCUMENTATION</b>
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The following documents are attached hereto and form part of the Contract:

- (i) Annexure A - Health and Safety Specifications
- (ii) Annexure B - Pro-forma agreement in terms of Occupational Health and Safety Act
- (iii) Annexure C - Notification of construction work
- (iv) Annexure D - Pro-forma contract between contractor and worker
- (v) Annexure E - Pro-forma attendance register
- (vi) Annexure F - Contract person days calculation format
- (vii) Annexure G - Contractor's monthly report format

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C5.1

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Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

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# **ANNEXURE A**

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## **Health and Safety Specifications**

# HEALTH AND SAFETY SPECIFICATIONS

## 1. OH&S MANAGEMENT

Structure and Organization of OH&S Responsibilities

### 1.1.1. Overall Supervision and Responsibility for OH&S

The Client is to ensure that the Principal Contractor, appointed in terms of Construction Regulation 4(1)(c), implements and maintains the agreed and approved OH&S Plan.

The Chief Executive Officer of the Principal Contractor in terms of Section 16 (1) of the Act is to ensure that the Employer (as defined in the Act) complies with the Act. Annexure 2 - "Legal Compliance Audit" may be used for this purpose.

Any OH&S Act (85 /1993), Section 16 (2) appointee/s as detailed in his/her respective appointment forms.

The Construction Supervisor and Assistant Construction Supervisor/s appointed in terms of Construction Regulation 6.

Further (Specific) Supervision Responsibilities for OH&S

#### **Appointments required by the Act and Regulations:**

- OH&S Representatives (Sections 17/18 of the Act)
- OH&S Committees (Sections 19/20 of the Act)
- Risk Assessor (Construction Regulation. 7(1))
- Accident/Incident Investigations Co-ordinator (General Administrative Regulation 9 (2))
- Form/Support work Supervisor (Construction Regulation 10(a))
- Batch Plant Supervisor (Construction Regulation 18(1))
- Stacking & Storage Supervisor (Construction Regulation 26(a))
- Fire Equipment Inspector (Construction Regulation 27(h))
- Electrical Installations, Machinery & Appliances Inspector (Construction Regulation 22)
- Excavations Supervisor (Construction Regulation 11(1))
- Demolition Supervisor (Construction Regulation 12(1))
- OH & S Officer (where necessary) (Construction Regulation 6(6))
- Person Responsible for Machinery (General Machinery Regulation 2)
- Emergency, Security and Fire Co-ordinator (Construction Regulation 27(h) & Environmental Regulation 9)
- Fire Equipment Inspector (Construction Regulation 27(h) Environmental Regulation 9)
- First Aider (General Safety Regulation 3(2))
- Hazardous Chemical Substances Supervisor (HCS Regulations)
- Ladders Inspector (General Safety Regulation 13A)
- Lifting Equipment Inspector (Construction Regulation 20)
- Operators & Drivers of Construction Plant & Vehicles (Construction Regulation 21 (i))
- Structures Supervisor (Construction Regulation 9)
- Users Operators of Construction Equipment (Construction Regulation 21(i))
- Welding Supervisor (General Safety Regulation 9)
- Communication and Liaison

OH&S liaison between the Client, the Principal Contractor, the other Contractors, the Consulting Engineer and other concerned parties will be through the OH&S Committee as in 3.10.

In addition to the above, communication may be directly to the Client or his appointed Agent, verbally or in writing, as and when the need arises.

Consultation with the workforce on OH&S matters will be through their Supervisors, OH&S Representatives, the OH&S Committee and their elected Trade Union Representatives, if any.

The Principal Contractor will be responsible for the dissemination of all relevant OH&S information to the other Contractors e.g. design changes agreed with the Client and the Consulting Engineer,

instructions by the Client and/or his/her agent, exchange of information between Contractors, the reporting of hazardous/dangerous conditions/situations etc.

### **1.3. OH & S File**

The Principal Contractor must, in terms of Construction Regulation 5 (7), keep a health and safety file on site at all times that must include all documentation required in terms of the Act and Regulations and must also include a list of all Contractors on site that are accountable to the Principal Contractor and the agreements between the parties and details of work being done.

#### **The following documents must be kept in the OH & S file:**

- 1) Notification of Construction Work (Construction Regulation 3.)
- 2) Copy of OH&S Act (updated) (General Administrative Regulation 4.)
- 3) Proof of Registration and good standing with a COID Insurer (Construction Regulation 4 (g))
- 4) Copy of health and safety plan (construction regulation 5 (1))
- 5) OH&S Programme agreed with Client including the underpinning Risk Assessment and Method Statements (Construction regulation 5 (1))
- 6) Designs/drawings (Construction Regulation 5 (8))
- 7) A list of Contractors (Subcontractors) including copies of the agreements between the parties and the type of work being done by each contractor (Construction Regulation 9)
- 8) Appointment / Designation forms as per 3.1.1. and 3.1.2. above.

#### **Registers as follows:**

- Accident/Incident Register (Annexure 1 of the General Administrative Regulations)
- OH & S Representatives Inspection Register
- Form/Support work Inspection
- Excavations Inspection
- Lifting Equipment
- Demolition Inspections
- Designer's Inspection of Structures Record
- Batch Plant Inspections
- Arc & Gas Welding & Flame Cutting Equipment Inspections
- Construction Vehicles & Mobile Plant Inspections
- Electrical Installation and Machinery Inspections
- Fire Equipment Inspection & Maintenance
- First Aid
- Hazardous Chemical Substances
- Lifting Tackle and Equipment Inspections
- Inspection of Cranes
- Inspection of Ladders
- Inspection of Vessels under Pressure
- Machinery Inspections
- Drivers/Operators of Mobile Plant/Construction Vehicles Daily Inspections

The Principal Contractor will be required to submit the abovementioned registers monthly to the chairperson of the OH&S Committee for endorsement.

The Health & Safety File must be handed over to the Client on completion of the contract. It must contain all the documentation handed to the Principal Contractor by any subcontractors together with a record of all drawings, designs, materials used and other similar information concerning the completed project.

### **1.4. OH & S Goals and Objectives and Arrangements for Monitoring and Review of OH&S Performance**

The Principal Contractor is required to maintain a Compensation Incidence Frequency Rate (CIFR) of at least 8 (Refer Annexure 3 - "Measuring Injury Experience") and to report on this to the Client on a monthly basis.

Identification of Hazards and Development of Risk Assessments, Standard Working Procedures (SWP) and Method Statements

The Principal Contractor is required to develop Risk Assessments, Standard Working Procedures (SWP) and Method Statements for each activity executed in the contract or project (Refer to Section 4. below "Project/Site Specific Requirements")

Arrangements for Monitoring and Review

Monthly Audit by Client

The Client will be conducting a Monthly Audit to comply with Construction Regulation 4 (1) (d) to ensure that the Principal Contractor has implemented and is maintaining the agreed and approved OH&S Plan.

Other Audits and Inspections by Client

The Client reserves the right to conduct other ad hoc audits and inspections as deemed necessary.

A representative of the Principal Contractor must accompany the Client on all Audits and Inspections and may conduct his/her own audit/inspection at the same time. Each party will, however, take responsibility for the results of his/her own audit/inspection results.

### **1.6.3 Reports**

The Principal Contractor is required to provide the Client with a monthly report in the format as per the attached Annexure 4: "SHE Risk Management Report"

The Principal Contractor must report all incidents where an employee is injured on duty to the extent that he/she:

- dies
- becomes unconscious
- loses a limb or part of a limb

is injured or becomes ill to such a degree that he/she is likely either to die, or to suffer a permanent physical defect, or likely to be unable for a period of at least 14 days either to work or continue with the activity for which he/she was usually employed

**or where:**

- a major incident occurred
- the health or safety of any person was endangered
- where a dangerous substance was spilled
- the uncontrolled release of any substance under pressure took place
- machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects
- machinery ran out of control

To the Provincial Director of the Department of Labour within seven days. (Section 24 of the General Administrative Regulation 8.). The Principal Contractor is required to provide the Client with copies of all statutory reports required in terms of the Act.

The Principal Contractor is required to provide the Client with copies of all internal and external accident/incident investigation reports including the reports contemplated in 3.9. below.

### **1.6.4 Review**

The Principal Contractor is to review the Hazard Identification, Risk Assessments and SWP's at each two weekly site inspection/meeting as the construction work develops and progresses and each time that changes are made to the designs, plans and construction methods and processes.

The Principal Contractor must provide the Client, other Contractors and all other concerned parties with copies of any changes, alterations or amendments.

Site Rules and Other Restrictions

Site OH&S Rules

The Principal Contractor must develop a set of site-specific OH&S rules that will be applied to regulate the OH&S aspects of the construction.

### 1.7.2. Security and Emergency Arrangements

The Principal Contractor must establish site access rules and implement and maintain these throughout the construction period.

Access control must include the rule that non-employees will not be allowed on site unaccompanied.

The Principal Contractor must develop a set of security rules and procedures and maintain these throughout the construction period.

The Principal Contractor must appoint a competent Emergency Controller who must develop emergency contingency plans for any emergency that may arise on site as indicated by the risk assessments. These must include a monthly practice/testing programme for the plans e.g. January: trench collapse, February: flooding etc. and practiced/tested with all persons on site at the time, participating.

### 1.8 Training

The contents and syllabi of all training required by the Act and Regulations must be included in the Principal Contractor's OH&S Plan.

General Induction Training

All employees of the Principal and other Contractors to be in possession of proof of General Induction Training

Site Specific Induction Training

All employees of the Principal and other Contractors to be in possession of Site Specific OH&S Induction Training.

Other Training

All operators, drivers and users of construction vehicles, mobile plant and other equipment to be in possession of valid proof of training.

All employees in jobs requiring training in terms of the Act and Regulations to be in possession of valid proof of training.

#### **OH&S TRAINING REQUIREMENTS: (AS REQUIRED BY THE CONSTRUCTION REGULATIONS AND AS INDICATED BY THE OH&S SPECIFICATION AND THE RISK ASSESSMENT/S):**

- General Induction (Section 8 of the Act)
- Site/Job Specific Induction (also visitors) (Sections 8 & 9 of the Act)
- Site/Project Manager
- Construction Supervisor
- OH&S Representatives (Section 18 (3) of the Act)
- Training of the Appointees indicated in 3.1.1. & 3.1.2. above
- Operation of Cranes (Driven Machinery Regulations 18 (11))
- Operators and Drivers of Construction Vehicles & Mobile Plant (Construction Regulation 21)
- Basic Fire Prevention & Protection (Environmental Regulations 9 and Construction regulation 27)
- Basic First Aid (General Safety Regulations 3)
- Storekeeping Methods & Safe Stacking (Construction Regulation 26)
- Emergency, Security and Fire Co-ordinator

## 1.9. Accident and Incident Investigation

The Principal Contractor is responsible for the investigation of all accidents/incidents where employees and non-employees were injured to the extent that he/she had to be referred for medical treatment by a doctor, hospital or clinic. (General Administrative Regulation 9).

The results of the investigation to be entered into the Accident/Incident Register. (General Administrative Regulation 9)

The Principal Contractor is responsible for the investigation of all non-injury incidents as described in Section 24 (1) (b) & (c) of the Act and keeping a record of the results of such investigations including the steps taken to prevent similar accidents in future.

The Principal Contractor is responsible for the investigation of all road traffic accidents and keeping a record of the results of such investigations including the steps taken to prevent similar accidents in future.

### OH & S Representatives and Committees

#### Designation of OH&S Representatives

Where the Principal Contractor employs more than 20 persons (including the employees of other contractors (sub-contractors) he has to appoint one OH&S Representative for every 50 employees or part thereof. General Administrative Regulation 6 requires that the appointment or election and subsequent designation of the OH&S Representative is executed in consultation with Employee Representatives or Employees. (Section 17 of the Act and General Administrative Regulation 6. & 7.)

OH & S Representatives have to be designated in writing and the designation must include the area of responsibility of the person and term of the designation.

#### Duties and Functions of the OH&S Representatives

The Principal Contractor must ensure that the designated OH&S Representatives conduct a minimum monthly inspection of their respective areas of responsibility using a checklist and report thereon to the Principal Contractor.

OH & S representatives must be included in accident/incident investigations.

OH & S representatives must attend all OH&S committee meetings.

### 1.10.3. Appointment of OH&S Committee

The Principal Contractor must establish an OH & S Committee consisting of all the designated OH&S Representatives together with a number of management representatives (this number is not to exceed the number of OH&S representatives on the committee) and a representative of the Client who shall act as the chairperson without a vote. The members of the OH&S committee must be appointed in writing.

#### **THE OH&S COMMITTEE MUST MEET MINIMUM MONTHLY AND CONSIDER, AT LEAST, THE FOLLOWING AGENDA:**

- 1) Opening and welcome
- 2) Present/Apologies/Absent
- 3) Minutes of previous meeting
- 4) Matters arising from the previous minutes
- 5) OH&S Representatives Reports
- 6) Incident Reports & Investigations
- 7) Incident /Injury statistics
- 8) Other matters
- 9) Endorsement of Registers and the statutory documents by a representative of the Principal Contractor
- 10) Close/Next Meeting

## **PROJECT / SITE SPECIFIC REQUIREMENTS**

The following is a list of specific activities and considerations that have been identified for the project and the construction site and for which Risk Assessments, Standard Working Procedures (SWP), management and control measures and Method Statements (where necessary) have to be developed by the Principal Contractor:  
Clearing & Grubbing of the Area/Site

### **SITE ESTABLISHMENT INCLUDING:**

- Office/s
- Secure/safe storage for materials, plant & equipment
- Ablutions
- Sheltered eating area
- Maintenance workshop
- Vehicle access to the site
- Dealing with existing structures (NB: the existing pipeline is also a structure.)
- Location of existing services
- Installation and maintenance of temporary construction electrical supply, lighting and equipment
- Adjacent land uses/surrounding property exposures
- Boundary and access control/Public Liability Exposures (NB: the Employer is also responsible for the OH&S of non-employees affected by his/her work activities.)

### **HEALTH RISKS ARISING FROM NEIGHBOURING AS WELL AS OWN ACTIVITIES AND FROM THE ENVIRONMENT E.G. THREATS BY DOGS, BEES, SNAKES, LIGHTNING ETC.**

- Exposure to noise
- Exposure to vibration
- Protection against dehydration and heat exhaustion
- Protection from wet & cold conditions
- Dealing with HIV/Aids and other diseases
- Use of Portable Electrical Equipment including
- Angle grinder
- Electrical drilling machine
- Skill saw
- Excavations including
- Ground/soil conditions
- Trenching
- Shoring
- Drainage of trench
- Welding including
- Arc Welding
- Gas welding
- Flame cutting
- Use of LP gas torches and appliances
- Loading & offloading of trucks
- Aggregate/sand and other materials delivery
- Manual and mechanical handling
- Lifting and lowering operations
- Driving & operation of construction vehicles and mobile plant including
- Trenching machine
- Excavator
- Bomag roller
- Plate compactor
- Front end loader
- Mobile cranes and the ancillary lifting tackle
- Parking of vehicles & mobile plant
- Towing of vehicles & mobile plant
- Use and storage of flammable liquids and other hazardous substances

- Layering and bedding of trench floor
- Installation of pipes in trench
- Pressure testing of pipeline
- Installing heat shrink joint sleeves
- Backfilling of trench
- Protection against flooding
- Gabion work
- Use of explosives
- Protection from overhead power lines
- As discovered by the Principal Contractor's hazard identification exercise
- As discovered from any inspections and audits conducted by the Client or by the Principal Contractor or any other Contractor on site
- As discovered from any accident/incident investigation.

**Annexure 1:** Safety Agreement

**Annexure 2:** Construction Occupational Health – Safety – Environment Audit System

**Annexure 3:** Guidelines for the development of a Health and Safety Plan.

**Annexure 4:** Guide to Risk Assessment

**ANNEXURE 1**

**EMALAHLENI LOCAL MUNICIPALITY**

**TENDER NO: ELM 39/2020**

**EMPUMELELWENI AND KWA-GUQA EXT 10 WATER DISTRIBUTION NETWORK-PHASE 2**

**SAFETY AGREEMENT**

**MEMORANDUM OF AGREEMENT CONCLUDED BY AND BETWEEN:  
EMALAHLENI LOCAL MUNICIPALITY  
(HEREINAFTER REFERRED TO AS THE CLIENT)**

herein represented by \_\_\_\_\_  
in his capacity as \_\_\_\_\_  
of the Client, he being duly authorized thereto

and

\_\_\_\_\_ *(hereinafter referred to as the Mandatory)*  
herein represented by \_\_\_\_\_  
in his capacity as \_\_\_\_\_  
of the Mandatory, he being duly authorized thereto

**WHEREAS:**

The Client and the mandatory entered into a written, alternatively oral agreement on the.....Day of  
.....20..... in terms of which the Mandatory undertook to carry out the  
following work for the client , viz. (give a short description of the type of contract work to be done as well as  
the address where work will be done)

\_\_\_\_\_  
\_\_\_\_\_

*(The said contract work is hereinafter referred to as the **Work**)*

The Occupational Health and Safety Act, Act 85 of 1993 as amended (hereinafter referred to as **the Act**) contains amongst others certain provisions with regard to the health and safety of people at work and in connection with the usage of plant and machinery, as well as the protection of other persons than persons at work against hazards to health and safety that originates from or in connection with the activities of persons at work.

Section 37(2) of the Act makes provision for the exclusion by the parties, by way of a written agreement, of supposition and accompanying liability of the Client as stipulated in section 37(1) of the Act.

The parties have reached consensus with regard to the terms and conditions to which they agree in terms of the provisions of section 37(2) of the Act.

## **NOW THEREFOR THE PARTIES AGREE AS FOLLOWS**

### **1. WRITTEN AGREEMENT**

The parties herewith agree in terms of section 37(2) of the Act on the arrangements and procedures that must be followed to ensure compliance with the provisions of the Act by the Mandatory.

### **2. ACKNOWLEDGEMENT BY THE MANDATARY**

The mandatory acknowledge herewith that he is fully acquainted with the contents of the Act, as well as with all regulations and SABS codes of practice that have been made in terms of section 43 of the Act.

### **3. UNDERTAKING BY MANDATARY**

- (a) The Mandatory hereby undertakes and binds himself to the Client to ensure prompt and strict compliance with the provisions of the Act and the said regulations as well as with the provisions included in this Safety Agreement at all times during the execution of the Works
- (b) It is hereby recorded that the provisions of this Safety Agreement as set out hereinafter are in no way intended to restrict the duties of the Mandatory, nor to exempt the Mandatory from his obligation in accordance with the Act and the said regulations

### **4. PERSONAL PROTECTIVE EQUIPMENT**

- (a) It is compulsory to wear equipment for eye protection when working in an eye protection zone or where the Work requires eye protection.
- (b) It is compulsory to wear safety helmets when working in a safety helmet zone or where the Work requires safety helmets.
- (c) It is compulsory to wear hearing protection when working in a noise zone or where the Work requires hearing protection.
- (d) The wearing of other protective clothing and equipment as prescribed by the Occupational Health and Safety Officer of the Client is compulsory.
- (e) The Mandatory shall ensure that the statutory requirements are complied with at all times.

### **5. FENCING AND GENERAL MACHINERY PROTECTION**

No shield or fencing may be removed from or be moved at any machinery or installation without written permission.

### **6. SCAFFOLDING, LADDERS, TOOLS, ET CETERA**

The Mandatory without the written permission of the Client may use no equipment or tools that belong to the Client.

Except where agreed before hand the Mandatory shall provide enough tools and equipment to enable him to complete the Works and the Mandatory shall provide all storerooms, offices and eating halls that he may need. The Mandatory will be responsible for all his material on site.

In special case where the Client may lend equipment, tools or materials to the Mandatory, the Mandatory will use such equipment, tools and/or materials at his own risk and the Mandatory herewith indemnifies the Client against any liability of whichever nature or from any cause whatsoever, whether direct or indirect, that may arise from such usage.

### **7. SERVICES AND WORKING METHODS**

The written permission of the Chief Executive/Town Clerk of the Client shall be obtained where any work which must be undertaken by the Mandatory is connected with a working process or machinery or any other service in connection therewith, or may possibly affect it, before he commences with such work.

Approval shall be obtained from the City Electrical Engineer of the Client before any equipment is connected to the electrical supply of the Client. All equipment shall be isolated before any equipment is connected to the electrical supply of the Client.

It shall be isolated and be provided with earth leakage protection. Electrical machinery, portable electrical tools and portable lights must comply with the requirements of the applicable regulations.

Work permits must be issued in terms of the Occupational Health and Safety Act and Regulations when the nature of the work requires it. Permits must be issued by the relevant departmental head where necessary.

## **8. EXCAVATIONS**

Written permission for excavations shall be obtained from the City Engineer of the Client and the Mandatory shall make sure of the existence and position of electrical cables, discharge pipes, gas lines, water conduits, et cetera before he commences with any excavation work.

All excavations and obstructions and/or any openings in platforms or floors shall be enclosed in a safe way and warning notices shall be erected to ensure absolute safety. An adequate number of red or orange caution lights shall be provided when it is dark or should bad light prevail.

The area surrounding excavations shall be kept in a safe, orderly and tidy condition. No walkways or workplaces.

Nobody may enter into any restricted area in which hazardous fumes or a shortage of oxygen exists without a permit giving permission to do so, issued by the head of the relevant department of the Client and until it has been certified safe for entrance by the Occupational Health and Safety Officer and the Health Inspector of the Client.

## **9. RESTRICTION TO WORKPLACE**

Employees of the Mandatory shall be restricted to their workplaces except when they have to leave their area for work purposes or when they visit toilets.

## **10. SUBCONTRACTORS**

The Mandatory shall ensure that all subcontractors receive a copy of this safety agreement and must ensure they comply with it.

## **11. OCCUPATIONAL HEALTH AND SAFETY OFFICER AND THE REPORTING OF ALL ACCIDENTS**

The Occupational Health and Safety Officer of the Client is available for consultation and he will make periodical visits to the workplace of the Mandatory. Any hazardous occurrence or incident to the employees of the Mandatory that results in absence from work for a period longer than three days shall be reported in writing to the Occupational Health and Safety Officer of the Client within forty eight hours as well as to the Department of Labour as specified by the Act. Every user, employer, occupier, builder or excavator must, under this Act, keep record of all accidents that occur.

In the case of an accident that results in loss of life, nobody may disturb the scene of the accident or any articles involved in the accident prior to the arrival of the Occupational Health and Safety Officer and the Inspector, unless it is to prevent another accident from happening or the prevention of loss of life or to remove corpses.

The Occupational Health and Safety Officer will issue contravention notices to the Mandatory or a sub contractor when there is a non compliance and will specify the time in which it must be rectified.

The Occupational Health and Safety Officer will issue work stop notices to the Mandatory or sub contractor whenever he is of the opinion that the health and safety of any person at work is threatened or that the contravention notices are not adhered to.

## **12. FIRST AID**

Where five or more persons are employed at a workplace, the Mandatory shall provide and maintain an adequately equipped first-aid box that meets the following requirements:

- (a) Every first-aid box shall contain the minimum contents as prescribed by the Occupational Health and Safety Act.
- (b) Nothing except articles and equipment required for first-aid purposes may be kept in the first-aid box.
- (c) Each first-aid box shall be kept in a place readily accessible in case of an accident.

All first-aid boxes shall be placed under control of a responsible person except where five or less persons are at work. The responsible person must be in the possession of a valid first-aid certificate issued by one of the following organizations:

- A South-African Red Cross Society**
- B St. John's Ambulance Foundation**
- C South-African First-Aid League**

A notice indicating where the first-aid box is kept as well as the name of the person in charge shall be affixed in a conspicuous place. The first-aid facilities of the Client may be used during emergencies.

## **13. FIRE PREVENTION MEASURES AND STORAGE OF FLAMMABLE MATERIAL**

The Fire department of the Client shall be notified before any welding, oxyacetylene welding, cutting, burning of paint or tar from floors or roofs is undertaken so that the necessary fire prevention measures can be arranged. All "NO SMOKING AND OPEN SURFACE FIRES/LIGHTS PROHIBITED" notices shall be adhered to. The Mandatory and his senior employee shall acquaint themselves and their fellow workers with the fire prevention measures of the Client, which will also include fire alarm notices and exits in case of fire, and they shall ensure that these rules are strictly complied with.

## **14. COMPLETION OF WORK**

Before the mandatory or his sub-contractors leaves the site they shall inform the Head of the relevant Department of the Client and obtain his/her written approval that the work has been completed satisfactory and that the site of the work is left in a good condition.

## **15. SALVAGED MATERIAL AND EQUIPMENT**

Any building demolished or equipment or materials that are salvaged whilst carrying out the work shall remain the property of the Client, unless the contract specifically provides otherwise.

## **16. BREAKING OF THESE RULES AND POOR CONDUCT**

The Mandatory is warned that no behaviour that causes danger to their own employees, to the employees of the Client or general public will be tolerated. The Occupational Health and Safety Officer of the Client reserves the right of the withdrawal of any employees of the Mandatory or Client from the premises in the case of any default or breach of the agreement and to order that the completion of the work be stayed, pending compliance with this agreement; alternatively to cancel the agreement referred to in par.2 in which event the Client will be entitled to appoint an alternative contractor to complete the work and recover the costs thereof from the mandatory, without prejudice to any alternative or additional right or action or remedy to the Client, to recover from the mandatory damages for the default or breach and the cancellation.

The senior employees of the Mandatory shall sign a note of acknowledgement of this safety agreement to certify that they have received the regulations as included herein and that they understand the regulations

**17. INTOXICATION**

Nobody that is in a state of intoxication or that is in any other condition that causes or may cause his/her incapability to control him/herself or persons under his control may and shall not be permitted on the premises of the Client. The Occupational Health and Safety Officer of the Client reserves the right to the withdrawal of any employees of the Mandatory or Client from the premises in the case of any transgression of this nature.

**18. CONFIDENTIALLY**

The Mandatory shall at all times treat data and information that have been made known to him or that he requires in connection with his work from the Client as confidential and he may not make unauthorized use thereof. He must also ensure that such data and information are not communicated to anybody else that is not an employee of the Mandatory without obtaining prior written approval from the Client and he must further ensure that such persons do in fact know that the said information is confidential and that they are obliged to treat it as such.

The Mandatory shall provide for adequate physical protection for any confidential documents, sketches, et cetera that he receives from the Client in connection with the work as well as for any copies thereof that he makes. He shall hand back all documents sketches and copies thereof to the Client upon completion of the work, or earlier, if so requested by the Client. The Mandatory shall inform the Client immediately should any such documents or sketches become lost.

**19. INDEMNIFICATION BY THE MANDATORY**

The following conditions will be applicable to the Mandatory:

- (a) The Mandatory is liable and herewith indemnifies the Client irrevocably and in full against any claim for loss or damage to property or arising from death or injury of any person and any associated loss or damage suffered, and against all lawsuits, claims, demands, costs, expenses, and charges that may arise when the said occurrences are caused on purpose or through the negligence, violation of legal obligations or failure by the Mandatory or its employees.
- (b) Whenever any of the employees of the Client is busy with work to, or with the supply of material that will be used during the execution of the work by the Mandatory, or otherwise busy with work under the instruction and supervision of the Mandatory, in as far as they may be negligent or fail to do there duty, they will be regarded as employees of the mandatory
- (c) All installations, equipment, hoisting-apparatus and other implements, scaffolding, ladders, material, et cetera that are borrowed from the Client by the Mandatory for usage during the execution of the work, will be used entirely at the risk of the Mandatory or employees of the Mandatory and the Mandatory herewith indemnifies the Client irrevocably and in full against any liability that may arise from such usage.

**20. AMENDMENTS MUST BE IN WRITING**

The parties agree herewith that this safety agreement is the only safety agreement between them and that no amendment thereof will be valid unless it is in writing and signed by both parties.

**20. JURISDICTION AND LEGAL COSTS**

In the event of any legal action being instituted pertaining to the this agreement the party in default or breach will be liable for the other party's legal costs on the scale as between attorney and own client and the parties consent to the jurisdiction of the magistrate's court for purpose of any legal action being instituted.

**PARTICULARS OF THE MANDATORY**

Name (Mandatory) \_\_\_\_\_

C.E.O. (Section 16(1)) \_\_\_\_\_

ID NO. : \_\_\_\_\_

Designation: \_\_\_\_\_

Name of Business \_\_\_\_\_

Address of Business :

\_\_\_\_\_  
\_\_\_\_\_

Tel number (h) \_\_\_\_\_ (w) \_\_\_\_\_ e-mail \_\_\_\_\_

Number of employees employed \_\_\_\_\_

Registration number as allocated to the Mandatory by the Workman's Compensation

Commissioner \_\_\_\_\_

Date allocated \_\_\_\_\_

Thus done and signed on this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

As witnesses:

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Name in print)

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Name in print)

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Name in print)

**THE MANDATORY**

Thus done and signed on this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

As witnesses

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Name in print)

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Name in print)

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Name in print)

**THE CLIENT**

Acknowledgement of receipt of the agreement:

\_\_\_\_\_  
**THE MANDATORY**

## **ANNEXURE 2**

### **CONSTRUCTION OCCUPATIONAL HEALTH - SAFETY - ENVIRONMENT AUDIT SYSTEM**

(Based on the New Construction Regulations)

*\* Denotes items applicable to both Construction sites and Contractors Plant/Storage*

#### **1. ADMINISTRATIVE & LEGAL REQUIREMENTS**

<b>Section/Regulation</b>	<b>Subject</b>	<b>Requirements</b>	<b>Yes/No</b>
Construction. Regulation 3	Notice of carrying out Construction work	Department of Labour notified Copy of Notice available on Site	
General Admin. Regulation 3	*Copy of OH&S Act (Act 85 of 1993)	Updated copy of Act & Regulations on site Readily available for perusal by employees	
COID Act Section 80	*Registration with Compels. Insurer	Written proof of registration / Letter of good standing available on Site	
Construction. Regulation 4 & 5(1)	OH&S Specification & Plan	OH&S Specification received from Client OH&S plan developed Updated regularly	
Section 8(2)(d) and Construction. Regulation 6	*Hazard Identification & Risk Assessment	Hazard Identification carried out/Recorded Risk Assessment and Plan drawn up/Updated Risk Assessment Plan available on Site Employees/Subcontractors informed/trained	
Section 16(2)	*Assigned duties (Managers)	Responsibility of complying with the OH&S Act assigned to other person/s by CEO.	
Construction. Regulation 5(2)	Designation of Person Responsible on Site	Competent person appointed in writing as Construction Supervisor	
Construction. Regulation 5(5)(a)	Designation of Subordinate Person	Competent person appointed in writing as Sub-ordinate Construction Supervisor	
Section 17 & 18	*Designation of Occupational Health & Safety Representatives	More than 20 employees - one OH&S Representative, one additional OH&S Rep. for each 50 employees or part thereof. Designation in writing, period and area of responsibility specified. Meaningful OH&S Rep. reports. Reports actioned by Management.	
Section 19 & 20	*Occupational Health & Safety Committee/s	OH&S Committee/s established. Members appointed in writing. Meetings held monthly. Minutes kept. Actioned by Management.	

<b>Section/Regulation</b>	<b>Subject</b>	<b>Requirements</b>	<b>Yes/No</b>
Section 37	*Agreement with Mandatories (Sub-Contractors)	Written agreement with Subcontractors. List of Subcontractors displayed.  Proof of Registration with Compensation Insurer/Letter of Good Standing Construction Work Supervisor designated Written arrangements concerning OH&S Reps & OH&S Committee Written arrangements regarding First Aid	
Construction. Regulation 7	Fall Prevention & Protection	Competent person appointed to draw up and supervise the Fall Protection Plan Proof of appointees competence available on Site Risk Assessment carried out for work at heights Fall Protection Plan drawn up/updated Available on Site	
Construction. Regulation 8	Roofwork	Competent person appointed to plan & supervise Roofwork. Proof of appointees competence available on Site Risk Assessment carried out Roofwork Plan drawn up/updated Roofwork inspect before each shift. Inspection register kept Employees medically examined for physical & psychological fitness. Written proof available	
Construction. Regulation 9	Structures	Information re. the structure being erected received from the Designer including: - geo-science technical report where relevant - the design loading of the structure - the methods & sequence of construction - anticipated dangers/hazards/special Measures to construct safely Risk Assessment carried out Method statement drawn up All above available on Site Structures inspected before each shift. Inspections register kept	
Construction. Regulation 10	Formwork & Support work	Competent person appointed in writing to supervise erection, maintenance, use and dismantling of Support & Formwork Design drawings available on site Risk Assessment carried out Support & Formwork inspected: - before use/inspection - before pouring of concrete - weekly whilst in place - before stripping/dismantling. Inspection register kept	

Section/Regulation	Subject	Requirements	Yes/No
Construction. Regulation 11	Scaffolding	Competent persons appointed in writing to: <ul style="list-style-type: none"> <li>- erect scaffolding (Scaffold Erector/s)</li> <li>- act as Scaffold Team Leaders</li> <li>- inspect Scaffolding weekly and after inclement weather (Scaffold Inspector/s)</li> </ul> Written Proof of Competence of above appointees available on Site Copy of SABS 085 available on Site Risk Assessment carried out Inspected weekly/after bad weather. Inspection register/s kept	
Construction. Regulation 12	Suspended Scaffolding	Competent persons appointed in writing to: <ul style="list-style-type: none"> <li>- erect Susp.scaffolding (Scaffold Erector/s)</li> <li>- act as Susp.Scaffold Team Leaders</li> <li>- inspect Susp.Scaffolding weekly and after inclement weather (Scaffold Inspector/s)</li> </ul> Risk Assessment conducted Certificate of Authorization issued by a registered professional engineer available on Site/copy forwarded to the Department of Labour The following inspections of the whole installation carried out by a competent person <ul style="list-style-type: none"> <li>- after erection and before use</li> <li>- daily prior to use. Inspection register kept</li> </ul> The following tests to be conducted by a competent person: <ul style="list-style-type: none"> <li>- load test of whole installation and working parts every 12 months</li> <li>- hoisting ropes/hooks/load attaching devices quarterly. Tests log book kept</li> </ul> Employees working on Susp.Scaffold medically examined for physical & psychological fitness. Written proof available	
Construction. Regulation 13	Excavations	Competent person/s appointed in writing to supervise and inspect excavation work Written Proof of Competence of above appointee/s available on Site Risk Assessment carried out Inspected: <ul style="list-style-type: none"> <li>- before every shift</li> <li>- after any blasting</li> <li>- after an unexpected fall of ground</li> <li>- after any substantial damage to the shoring</li> <li>- after rain. Inspections register kept</li> </ul> Method statement developed where explosives will be/ are used	
Constructions . Regulation 14	Demolition Work	Competent person/s appointed in writing to supervise and control Demolition work Written Proof of Competence of above appointee/s available on Site Risk Assessment carried out Engineering survey and Method Statement available on Site Inspections to prevent premature collapse carried out by competent person before each shift.	

Section/Regulation	Subject	Requirements	Yes/No
		Inspection register kept	
Construction. Regulation 16	Materials Hoist	Competent person appointed in writing to inspect the Material Hoist Written Proof of Competence of above appointee available on Site. Materials Hoist to be inspected weekly by a competent person. Inspections register kept.	
Construction. Regulation 17	Caissons & Cofferdams	Competent person appointed in writing to supervise, control & inspect the construction, installation/dismantling of caissons/cofferdams Written Proof of Competence of above appointee available on Site Risk Assessment carried out To be inspected daily by a competent person. Inspections register kept	
Construction. Regulation 18	Explosive Powered Tools	Competent person appointed to control the issue of the Explosive Powered Tools & cartridges and the service, maintenance and cleaning. Register kept of above Empty cartridge cases/nails/fixing bolts returns recorded Cleaned daily after use	
Construction. Regulation 19	Batch Plants	Competent person appointed to control the operation of the Batch Plant and the service, maintenance and cleaning. Register kept of above Risk Assessment carried out Batch Plant to be inspected weekly by a competent person. Inspections register kept	
Construction. Regulation 20/ Mine Health & Safety Act (29 of 1996)	Tunneling	Complying with Mines Health & Safety Act (29 of 1996) Risk Assessment carried out	
Construction. Regulation 21/ Driven Machinery Regulations 18 & 19	Cranes & Lifting Machines Equipment	Competent person appointed in writing to inspect Cranes, Lifting Machines & Equipment Written Proof of Competence of above appointee available on Site. Cranes & Lifting tackle identified/numbered Register kept for Lifting Tackle Log Book kept for each individual Crane Inspection: - All cranes - <b>daily by operator</b> - Tower Crane/s – <b>after erection/6monthly</b> - Other cranes – <b>annually by comp. person</b> - Lifting tackle(slings/ropes/chain slings etc.) - <b>3 monthly</b> Risk Assessment carried out	
Construction. Regulation 22/ Electrical Machinery Regulations 9 &	*Inspection & Maintenance of Electrical Installation & Equipment (including portable electrical tools)	Competent person appointed in writing to inspect/test the installation and equipment. Written Proof of Competence of above appointee available on Site. Inspections:	

Section/Regulation	Subject	Requirements	Yes/No
10/Electrical Installation Regulations		<p>- Electrical Installation &amp; equipment inspected after installation, after alterations and quarterly. Inspection Registers kept</p> <p>Portable electric tools and -lights and extension leads identified/numbered.</p> <p>Monthly visual inspection by User/Issuer/Storeman. Register kept.</p>	
Construction. Regulation 2 Diving Regulations	Water Environments	<p>Competent person appointed in writing to supervise diving operations and ensure maintenance, statutory inspection and testing by an Approved Inspection Authority of equipment used</p> <p>Written Proof of Competence of above appointee available on Site</p> <p>Proof of registration of all divers present on site available</p> <p>Risk Assessment carried out</p> <p>Diving Manual produced. Available on Site</p> <p>Record of Voice Communications kept</p> <p>Diving Operations record kept</p> <p>Each Diver keeps a personal logbook. Entries countersigned by the Diving Supervisor</p> <p>Decompression tables available on Site</p> <p>Records of any Decompression illness kept</p> <p>Certificate of Manufacture of any Compression Chamber or Diving Bell in use available on Site</p>	
Construction. Regulation 30/ General Safety Regulation 8(1)(a)	*Designation of Stacking & Storage Supervisor.	<p>Competent Person/s with specific knowledge and experience designated to supervise all Stacking &amp; Storage</p> <p>Written Proof of Competence of above appointee available on Site</p>	
Construction. Regulation 31/ Environmental Regulation 9	<p>*Designation of a Person to</p> <p>Co-ordinate Emergency Planning</p> <p>And Fire Protection</p>	<p>Person/s with specific knowledge and experience designated to co-ordinate emergency contingency planning and execution and fire prevention measures</p> <p>Emergency Evacuation Plan developed:</p> <ul style="list-style-type: none"> <li>- Drilled/Practiced</li> <li>- Plan &amp; Records of Drills/Practices available on Site</li> </ul> <p>Fire Risk Assessment carried out</p> <p>All Fire Extinguishing Equipment identified and on register.</p> <p>Inspected weekly. Inspection Register kept</p> <p>Serviced annually</p>	
Construction. Regulation 32/ General Safety Regulation 3	*First Aid	<p>Every workplace provided with sufficient number of First Aid boxes. (Required where 5 persons or more are employed)</p> <p>First Aid freely available</p> <p>Equipment as per the list in the OH&amp;S Act.</p> <p>One qualified First Aider appointed for every 50 employees. (Required where more than 10 persons are employed)</p> <p>List of First Aiders and Certificates</p>	

Section/Regulation	Subject	Requirements	Yes/No
		Name of person/s in charge of First Aid box/es displayed. Location of F/Aid box/es clearly indicated. Signs instructing employees to report all Injuries/illness including first aid injuries	
Construction. Regulation 33/ General Safety Regulation 2	Personal Safety Equipment (PSE)	PSE Risk Assessment carried out Items of PSE prescribed/use enforced Records of Issue kept Undertaking by Employee to use/wear PSE	
Construction. Regulation 34/ General Safety Regulation 9	*Inspection & Use of Welding/Flame Cutting Equipment	Competent Person/s with specific knowledge and experience designated to Inspect Electric Arc, Gas Welding and Flame Cutting Equipment Written Proof of Competence of above appointee available on Site Equipment identified/numbered and entered into a register Equipment inspected monthly. Inspection Register kept	
Construction. Regulation 35/ Hazardous Chemical Substances (HCS)	*Control of Storage & Usage of HCS	Competent Person/s with specific knowledge and experience designated to Control the Storage & Usage of <b>HCS</b> Written Proof of Competence of above appointee available on Site Risk Assessment carried out Register of HCS kept/used on Site	
Construction. Regulation 36/Vessels under Pressure Regulations	Vessels under Pressure (VUP)	Competent Person/s with specific knowledge and experience designated to supervise the use, storage, maintenance, statutory inspections & testing of VUP's Written Proof of Competence of above appointee available on Site Risk Assessment carried out Certificates of Manufacture available on Site Register of VUP's on Site Inspections & Testing by Approved Inspection Authority (AIA): - after installation/re-erection or repairs - every 36 months. - Register/Log kept of inspections, tests. Modifications & repair	
Construction. Regulation 37	Construction Vehicles & Earth Moving Equipment	Operators/Drivers appointed to: - Carry out a daily inspection prior to use - Drive the vehicle/plant that he/she is competent to operate/drive Written Proof of Competence of above appointee available on Site Record of Daily inspections kept	
Construction. Regulation 38/	*Inspection of Ladders	Competent person appointed in writing to inspect Ladders	

<b>Section/Regulation</b>	<b>Subject</b>	<b>Requirements</b>	<b>Yes/No</b>
General Safety Regulation 13D		Ladders inspected at arrival on site and monthly there after . Inspections register kept	
Construction. Regulation 39/ General Safety regulation 13B	Ramps	Competent person appointed in writing to Supervise the erection & inspection of Ramps. Inspection register kept.	

## **ANNEXURE 2**

### **GUIDELINES FOR THE DEVELOPMENT OF A HEALTH & SAFETY PLAN**

#### **1. PROJECT BACKGROUND**

In terms of the Construction Regulations [Regulation 4 (1) (a)] of the Occupational Health and Safety Act, No 85 of 1993, the Client is required to compile an Occupational Health and Safety specification for each of its projects and the Principle Contractor, appointed by the Client in terms of Regulation 4 (1) (c), is required to prepare an Occupational Health and Safety Plan. This plan has to be prepared in terms of Regulation 5 (1) as well as the Client's Occupational Health & Safety Specification. In terms of Regulation 4 (2), the Client and the Principle Contractor are required to agree on the Occupational Health and Safety Plan before any work may commence.

#### **2. FRAMEWORK FOR AN OCCUPATIONAL HEALTH AND SAFETY PLAN**

##### **2.1 INTRODUCTION**

The Principal Contractor has to demonstrate to the Client that he has a suitable and sufficiently documented Occupational Health and Safety Plan as well as the necessary competencies, experience and resources to perform the construction work safely. The Principle Contractor could be required to submit the following documentation for perusal and verification by the Client:

- *Management Structure*
- *Quality Plan*
- *Human Resources Plan*
- *Registered Workplace Skills Plan*
- *“Letter of good standing” from the Compensation Commissioner or licensed compensation insurer.*
- *Proof of induction and other training of employees*
- *Example copy minutes of previous Occupational Health and Safety Committee meetings and copies of Incident Investigation Reports*

##### **2.2 CONTENTS OF AN OCCUPATIONAL HEALTH AND SAFETY PLAN**

###### **2.2.1 Occupational Health and Safety Management Programme**

- Management of Occupational Health and Safety risks
- Occupational Health and Safety structures and appointments
- Programme of Occupational Health and Safety inspections
- Occupational Health and Safety Representatives
- Occupational Health and Safety committee

###### **2.2.2 Communication and Management of the Work**

- Management structure and responsibilities
- Occupational Health and Safety goals for the project and arrangements for monitoring and review of Occupational Health and Safety performance.
- **Arrangements for:**
  - Regular liaison between parties on site
  - Consultation with the workforce
  - The exchange of design information between the Client, engineer, supervisors and contractors on site

- Handling design changes during the project
- Selection and control of contractors
- The exchange of Occupational Health and Safety information between all contractors
- Security
- Site induction and onsite training
- Facilities and first-aid
- The reporting and investigation of accidents and incidents
- The production and approval of risk assessments and method statements
- Site OH&S rules
- Fire and emergency procedures
- Reporting to the Client i.e. results of Occupational Health and Safety inspections, incident and incident investigations and committee meetings
- Reporting of incidents to the Department of Labour and Compensation insurer where appropriate

### 2.2.3 Arrangements for controlling significant site risks

The following are some examples of the arrangements for controlling the most significant site risks:

- **SAFETY RISKS**
  - Services, including temporary electrical installations
  - Preventing employees from falling into excavations, from trucks etc.
  - Work with, on or near fragile materials
  - Control of lifting operations
  - The maintenance of plant and equipment
  - Poor ground conditions
  - Traffic routes and segregation of vehicles and pedestrians
  - Storage of hazardous materials
  - Dealing with existing unstable structures/land
  - Accommodating adjacent land use
  - Other significant safety risks as and when identified
- **HEALTH RISKS**
  - Storage and use of hazardous chemical substances
  - Dealing with contaminated land or material
  - Manual handling
  - Reducing noise and vibration
  - Provision of adequate lighting
  - Ventilation considerations
  - Extreme heat and cold temperature considerations
  - Dealing with HIV/Aids and other illnesses
  - Provision of and maintaining ablution and eating facilities
  - Other significant health risks as and when identified

### 2.2.4 Preparation of an Occupational Health and Safety Operational Reference File/Manual

**THE FOLLOWING ARE SOME OF THE REQUIREMENTS TO BE ADDRESSED:**

- Layout, format and content requirements
- Arrangement for the collection and gathering of information
- Storage and archiving of all the information
- Copy to the Client at completion of project

**SUGGESTED CONTENTS OF AN OH&S FILE/MANUAL**

- OH&S Policy
- Notice of new project
- Site start-up
- Security measures
- Written designations & appointments
- Arrangements with contractors/mandatories
- OH&S rules and procedures
- Induction
- OH&S training
- OH&S promotion
- OH&S representatives
- OH&S committees
- Workplace facilities e.g. ablutions, sheltered eating areas etc.
- Protective equipment
- Workplace inspections and audits
- Investigation & reporting of incidents/accidents
- Mechanical safeguarding
- Electrical safeguarding
- Safeguarding against hazardous substances
- Lifting machinery & equipment
- Construction vehicles & mobile plant
- Welding, heating & flame cutting
- Excavations
- Protection of the environment affected by construction activities
- Keeping of records in terms of the OH&S Act (85 of 1993)

## ANNEXURE 3

### GUIDE TO RISK ASSESSMENT

#### 1. HOW TO DO IT?

#### 2. STEPS TO EFFECTIVE RISK ASSESSMENT

- Step 1 : Identifying the hazards
- Step 2 : Aim to identify major hazards, don't waste time on the minor & detail
- Step 3 : Involve as many people as possible in the process especially those at risk
- Step 4 : Gather all the information and analyze it
- Step 5 : Look at what actually occurs including non-routine operations
- Step 6 : Use a systematic approach to ensure all hazards are adequately addressed
- Step 7 : Assess the risks arising taking into account the effectiveness of controls
- Step 8 : Ensure the process is practical and realistic
- Step 9 : Always record the assessment in writing including assumptions and why

#### 3. HOW SERIOUS IS IT?

##### PROBABILITY

- A Common
- B Has Happened
- C Could Happen
- D Not Likely
- E Practically impossible

##### CONSEQUENCES

- 1 Fatality or permanent disability
- 2 Major injury
- 3 Average Lost Time Injury
- 4 Minor Injury
- 5 Medical Treatment or less

C O N S E Q U E N C E S	P R O B A B I L I T Y				
	A	B	C	D	E
1	1	2	3	4	5
2	2	3	4	5	6
3	3	4	5	6	7
4	4	5	6	7	8
5	5	6	7	8	9

Risk Rating:

1 - 3 =	Serious	<b>ACTION</b> Immediate (within 1 week)
4 - 5 =	High	Within 1 month
6 - 7 =	Moderate	> 4 weeks
8 - 9 =	Acceptable	No action

---

## **ANNEXURE B**

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**Pro-forma agreement in terms of Occupational Health and Safety Act**

**PRO-FORMA AGREEMENT IN TERMS OF**

**OCCUPATIONAL HEALTH AND SAFETY ACT 1993 – SECTION 37 (2)**

**NEW CONSTRUCTION SAFETY REGULATIONS**

The above-mentioned regulations were promulgated in the Govt. Gazette on Friday, 18 July 2003 under the Occupational Health & Safety Act (85 of 1993) and are now in force.

The Employer and the Contractor hereby agree, in terms of the provisions of Section 37(2) of the Occupational Health and Safety Act 1993 (Act 85 of 1993, hereinafter referred to as the Act), that the following arrangements and procedures shall apply between them to ensure compliance by the Contractor with the provisions of the Act, namely:

- (a) The Contractor undertakes to acquaint the appropriate officials and employees of the Contractor with all the relevant provisions of the Act and the regulations promulgated in terms of the Act, and the Employer's Health and Safety Specifications included in the contract documents.
- (b) The Contractor undertakes that all relevant duties, obligations and prohibitions imposed in terms of the Act and Regulations and the Employer's Health and Safety Specifications included in the contract documents will be complied with in all respects.
- (c) In relation to any work or activity performed by the Contractor, his workmen or any other person for whose acts or omissions the Contractor is responsible in terms of the Contract, the Contractor hereby accepts sole liability for such due compliance with the relevant duties, obligations and prohibitions imposed by the Act and Regulations and expressly absolves the Employer from itself being obliged to comply with any of the aforesaid duties, obligations and prohibitions.
- (d) The Contractor agrees that any duly authorised officials of the Employer shall be entitled, although not obliged, to take such steps as may be necessary to ensure that the Contractor has complied with his undertakings as set out more fully in paragraphs (a) and (b) above, which steps may include, but will not be limited to, the right to inspect any appropriate site or premises occupied by the Contractor, or to inspect any appropriate records held by the Contractor.
- (e) The Contractor shall be obliged to report forthwith in writing to the Representative/Agent full details of any investigation, complaint or criminal charge which may arise as a consequence of the provisions of the Act and Regulations, pursuant to work performed in terms of this Contract.
- (f) Forward "safety meeting" minutes to the representative/Agent.

For the Employer: \_\_\_\_\_

Date: \_\_\_\_\_

Witnesses: 1) : \_\_\_\_\_

2) \_\_\_\_\_

For the Contractor: \_\_\_\_\_

Date: \_\_\_\_\_

Witnesses: 1) : \_\_\_\_\_

2) \_\_\_\_\_

---

# **ANNEXURE C**

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**Notification of construction work**

**NOTIFICATION OF CONSTRUCTION WORK**  
(Regulation 3 of the Construction Regulations, 2003)

**1. CONTRACTOR**

1.1 Name and postal address of Contractor :

---

---

---

1.2 Name and telephone number of Contractor's contact person :

---

1.3 Contractor's compensation registration number :

---

1.4 Name and telephone number of Contractor's Construction Supervisor :

---

1.5 Physical address of the construction site or site office:

---

---

---

1.5 Estimated number of persons on the construction site :

---

1.6 Estimated number of Subcontractors on the construction site accountable to the Contractor :

---

**2. EMPLOYER**

2.1 Name and postal address of Employer :

---

---

---

2.2 Name and telephone number of Employer's Principal

Agent: \_\_\_\_\_

**3. DESIGN CONSULTANTS**

3.1 Name and postal address of design consultants:

3.1.1 Construction project managers:

---

---

---

3.1.2 Architects:

---

---

---

3.1.3 Structural engineer :

---

---

---

3.1.4 Electrical engineer:

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---

---

3.1.5 Mechanical engineer :

---

---

---

3.1.6 Civil engineer :

---

---

---

3.1.7 Security engineer

---

---

---

3.1.8 Other (if any) :

---

---

---

3.2 Name and telephone number of design consultant's contact person :

3.2.1 Construction project managers :

---

3.2.2 Architects :

---

3.2.3 Structural engineer :

---

3.2.4 Electrical engineer :

---

3.2.5 Mechanical engineer :

---

3.2.6 Civil engineer :

---

3.2.7 Security engineer :

---

3.2.8 Other (if any) :

---

**4. THE WORKS**

Nature of the works :

---

---

---

Commencement date :

---

Completion date :

---

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Employer: \_\_\_\_\_ Date: \_\_\_\_\_

THIS DOCUMENT IS TO BE FORWARDED TO THE OFFICE OF THE DEPARTMENT OF LABOUR **PRIOR TO COMMENCEMENT** OF WORK ON SITE.

ALL CONTRACTORS THAT QUALIFY TO NOTIFY MUST DO SO EVEN IF ANOTHER CONTRACTOR ON THE SITE HAD DONE SO PRIOR TO THE COMMENCEMENT OF WORK.

---

## **ANNEXURE D**

---

**Pro-forma Contract between Contractor and Worker**

## SPECIAL PUBLIC WORKS PROGRAMMES

### CONTRACT OF EMPLOYMENT BETWEEN

#### CONTRACTOR

Name:

Address:

ID:

AND

#### WORKER

Name:

Details

ID:

I am pleased to confirm that you have been appointed to work on a task based employment contract within a Special Public Works Programme (SPWP) project. Within this contract you will undertake numerous groups of tasks.

This contract must be read in conjunction with the standard terms and conditions of employment on SPWP attached.

The project where you will be employed is located at .....

The contract will start on .....

You must be aware that this contract is a limited term contract and not a permanent job. The contract may be terminated for one of the following reasons:

- a) If the contractor does not get additional contracts from the SPWP.
- b) Funding for the programme in your area comes to an end.
- c) You repeatedly do not perform in terms of the tasks set out in your work programme.

6 You will be employed as a ..... within the team.

7 While you are working you will report to .....

8 Payment

- a) You will be paid a fixed amount of R..... for completing a fixed amount of work .
- b) The amount of work required for the agreed rate of pay will vary from task to task. You will be informed at the beginning of each task or group of tasks how much work you are expected to complete per day.
- c) You will only be paid for work completed.
- d) You will be paid the amount for the number of days quoted in the contract even if you finish the work before the time or after the estimated date of completion.
- e) A contractor must pay you the production bonus (the extra days if the work is finished early) if you have completed your share of tasks.
- f) The contractor will be paid within 30 days after the work is completed. You will be paid within 5 days of the contractor being paid.

9 In addition to the conditions above all the terms and conditions of employment on SPWP apply to your employment. If you breach any of these terms your contract may be terminated.

10 Signatures:

Signed on this day ..... of ..... 201...

Contractor: ..... Date: .....

Worker: ..... Date. ....

Witness: ..... Date: .....

---

# **ANNEXURE E**

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**Pro-forma Attendance Register**





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# **ANNEXURE F**

---

**Contract Person Days Calculation Format**



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## **ANNEXURE G**

---

**Contractor's monthly report format**

## CONTRACTOR'S MONTHLY REPORT

### Part 1

Tender number:	54/2015
Project name:	Construction of a community hall in Boschfontein
Project description:	Construction of a community hall in Boschfontein
Contract number:	54/2015
Name of Contractor:	
Payment certificate number:	
For month ending:	
Date of report:	

***The Contractor's monthly report comprises an integral part of the Contractor's payment certificate and must be submitted together with the payment claim. The payment certificate will not be processed without this signed report, i.e. "NO REPORT – NO PAYMENT".***

Attachments:

Part 2: Overall Project Worker Schedule: Schedule of all local labourers employed since the start of the project

Part 3: Weekly Task Wage Register

Part 4: Local Labour Schedule





**Part 4**

**LOCAL LABOUR AND SUPPLIER SCHEDULE**

**1. Summary of day tasks worked and amount spent on local labour this month**

<b>Week No.</b>	<b>Week Ending</b>	<b>Total Day Tasks / Person Days Worked</b> <i>Total of 3(A) from Part 3 for each week</i>	<b>Total Amount Paid</b> <i>Total of 3(B) from Part 3 for each week</i>
1			
2			
3			
4			
5			
<b>Total this month</b>			

**2. Summary of amount spent on local labour to date**

<b>1. Previous amount spent on local labour (from previous claim)</b>	R
<b>2. Amount spent on local labour this month (from total above)</b>	R
<b>3. Total amount spent on local labour to date (3) = (1+2)</b>	R

**3. Local labour schedule**

<b>Summary of Local Labour Employed</b> <i>Refer to Part 2</i>	<b>Number of local workers who worked on the project to date</b>	<b>% of Total</b>
1. Total number of <b>individual local workers</b> who have worked on the project		100%
2. Number of <b>local youth</b> (35 yrs and under) (columns B plus D)		
3. Number of <b>local women</b> (columns A plus B)		

**4. Summary of amount spent on local suppliers to date**

<b>1. Previous amount spent on local suppliers (from previous claim)</b>	R
<b>2. Amount spent on local suppliers this month (from total above)</b>	R
<b>3. Total amount spent on local suppliers to date (3) = (1+2)</b>	R

**Completed by:**

.....  
*Signed*

.....  
*initials and surname*

.....  
.....  
*Capacity*

*date*

ON RECEIPT OF REVISED DRAWINGS, DESTROY PREVIOUS DRAWINGS

**LEGEND:**

-  Ø250mm oPVC
-  Ø200mm oPVC
-  Ø160mm oPVC
-  Ø110mm oPVC
-  Ø75mm oPVC
-  VALVES
-  FIRE HYDRANT

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REV. DATE: REVISION



APPROVED ON BEHALF OF MKP SIGNED: PRE-ENG 20090904

CLIENT: EMAHLILENI LOCAL MUNICIPALITY  
 PROJECT TITLE: WATER RETICULATION FOR EMPUMELEWENI - PHASE 2  
 P.OTSOB 3  
 TEL. NO.: (013) 690 4911  
 FAX NO.: (013) 690 6207

DRAWING TITLE: GENERAL LAYOUT OF WATER RETICULATION

DESIGNED: J.D. BOTHA SCALE: 1:12000

DRAWN: R VAN ZYL DATE: SEPTEMBER 2019

CHECKED: F BURGERS CONTRACT NO.:

DRAWING NO.: NKP340\_GL01

REVISION: 00



SUMMARY OF PIPE LENGTHS	
Diameter (mm)	Length (m)
75	31680
110	7356
160	7537
200	3170
250	2268
<b>TOTAL : 52011</b>	

SUMMARY OF VALVES	
Diameter (mm)	NO. OF
75	225
110	31
160	26
200	9
250	4
<b>TOTAL : 295</b>	

ON RECEIPT OF REVISED DRAWINGS, DESTROY PREVIOUS DRAWINGS

**LEGEND:**

-  Ø250mm oPVC
-  Ø200mm oPVC
-  Ø160mm oPVC
-  Ø110mm oPVC
-  Ø75mm oPVC
-  VALVES
-  FIRE HYDRANT



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REV. DATE:	REVISION

**NKP CONSULTANTS**  
 (CONSULTING CIVIL & STRUCTURAL ENGINEERS)  
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BRANCHES IN PAARL AND WOLFEBURG  
 PRE-ENG  
 20090094

APPROVED ON BEHALF OF NKP SIGNED: \_\_\_\_\_  
 CLIENT: EMAHLAHLI LOCAL MUNICIPALITY  
 PROJECT TITLE: WATER RETICULATION FOR EMPUMELEWENI – PHASE 2  
 DRAWING NO.: NKP340\_GL02

**SUMMARY OF PIPE LENGTHS**

Diameter (mm)	Length (m)
75	31680
110	7356
160	7537
200	3170
250	2268
<b>TOTAL :</b>	<b>52011</b>

**SUMMARY OF VALVES**

Diameter (mm)	NO. OF
75	225
110	31
160	26
200	9
250	4
<b>TOTAL :</b>	<b>295</b>

DRAWING TITLE: LAYOUT OF VALVES & FIRE HYDRANTS  
 DESIGNED: J.D. BOTHA SCALE: 1:12000  
 DRAWN: R VAN ZYL DATE: SEPTEMBER 2019  
 CHECKED: F BURGER CONTRACT NO.:  
 DRAWING NO.: NKP340\_GL02  
 REVISION: 00



ON RECEIPT OF REVISED DRAWING, DESTROY PREVIOUS DRAWING

NOTES:

- 1) ALL PIPES TO BE INSTALLED IN STREET RESERVE ON LOWER SIDE OR AS SHOWN ON LAYOUT. DISTANCE FROM BOUNDARY = 1,0m
- 2) ALL FLANGES IN ACCORDANCE WITH SABS 1123 TABLE (1600/3)
- 3) THRUST BLOCKS TO BE PROVIDED AT ALL FITTINGS TO THE DETAILS SHOWN ON DRAWING 03/KAW/01-WM03 OR AS INSTRUCTED BY THE ENGINEER.
- 4) ALL SADDLES HAVE 25mm THREAD.
- 5) ALL PIPES HAVE 1m MINIMUM COVER TO FINAL ROAD LEVELS IN ACCORDANCE WITH SABS 0102.
- 6) ALL PIPES TO BE UPVC CLASS 9 WITH SOCKET ENDS
- 7) ALL BENDS TO BE UPVC WITH SOCKET ENDS.
- 8) ALL PRESSURE FITTINGS FOR UPVC TO BE MANUFACTURED FROM CAST IRON.
- 9) ALL FITTINGS FOR UPVC PIPINGS TO BE PROVIDED AND MANUFACTURED BY APPROVED COMPANIES.
- 10) GATE VALVES SHALL HAVE SOCKET ENDS FOR UPVC PIPING AND TO BE THE RESILIENT SEAL TYPE VALVE E.G. VOSSA OR APPROVED SIMILAR.
- 11) GATE VALVES TO BE LEFT HAND CLOSING WITH NON-RISING SPINDLES FITTED WITH CAP TOP.
- 12) FIRE HYDRANT WILL BE OF CAST IRON BAYONET TYPE LEFT, HAND CLOSING.
- 13) 80mm BSP x 65mm INSTANTANEOUS TAMPER PROOF VALVE.
- 14) FITTING COVER IN POSITION.
- 15) FOR VALVES EXCEEDING 200mm BORE, PRECAST CONCRETE MANHOLE OR BRICKWORK CHAMBER AS PER BILL OF QUANTITIES.

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REV	REVISION

**MKP CONSULTANTS (Pty) Ltd**  
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 BRANCHES IN BANGAL AND MOMBASA

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
 ON BEHALF OF MKP PR. ENG. 20120328

SIGNED: \_\_\_\_\_

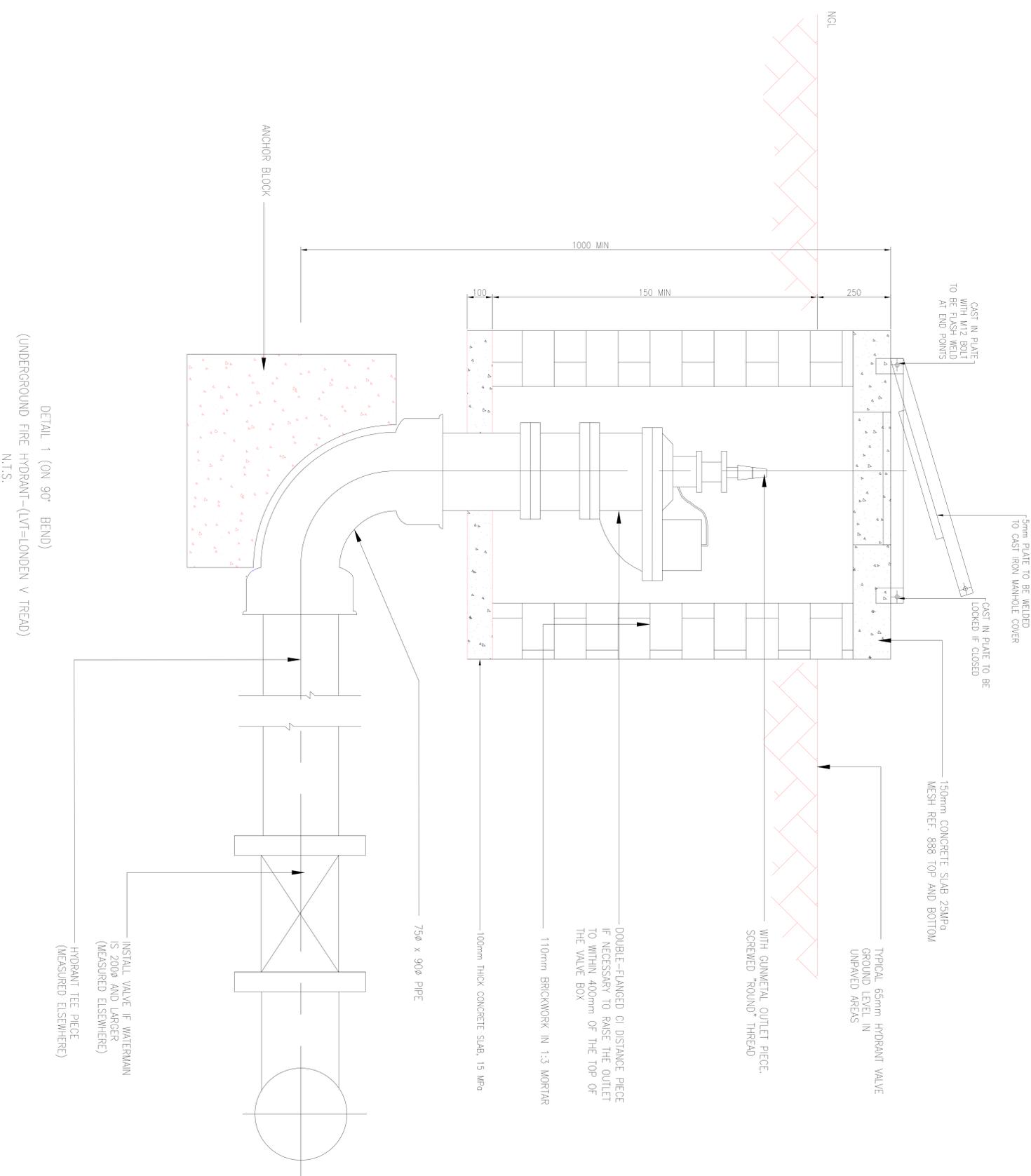
CLIENT: EMALAHLENI LOCAL MUNICIPALITY

PROJECT TITLE: WATER RETICULATION FOR EMPUMPELWENI - PHASE 2

DRAWING TITLE: DETAILS FOR THE CONSTRUCTION FIRE HYDRANT

DESIGNED:	SCALE:
JD BOTHA	1 : 5
DRAWN:	DATE:
R VAN ZYL	FEBRUARY 2018
CHECKED:	CONTRACT NO.:
CJ POTGIETER	----
DRAWING NO:	
NKP340-TM001	
REVISION:	
00	

A MEMBER OF **M.P.C.E.**

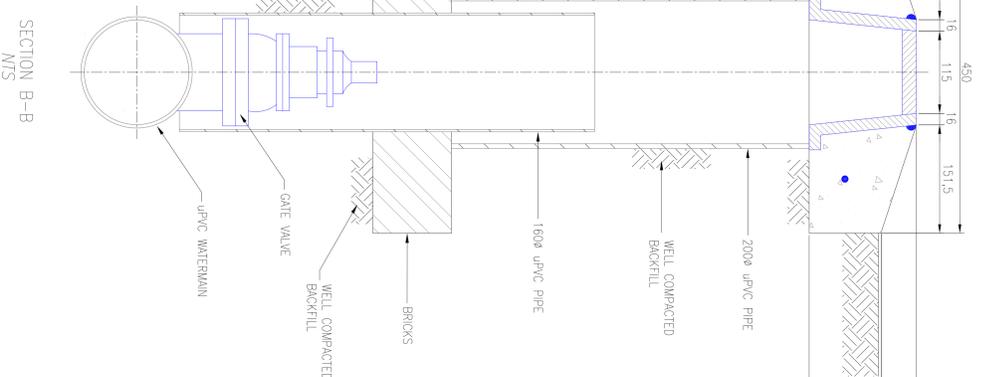
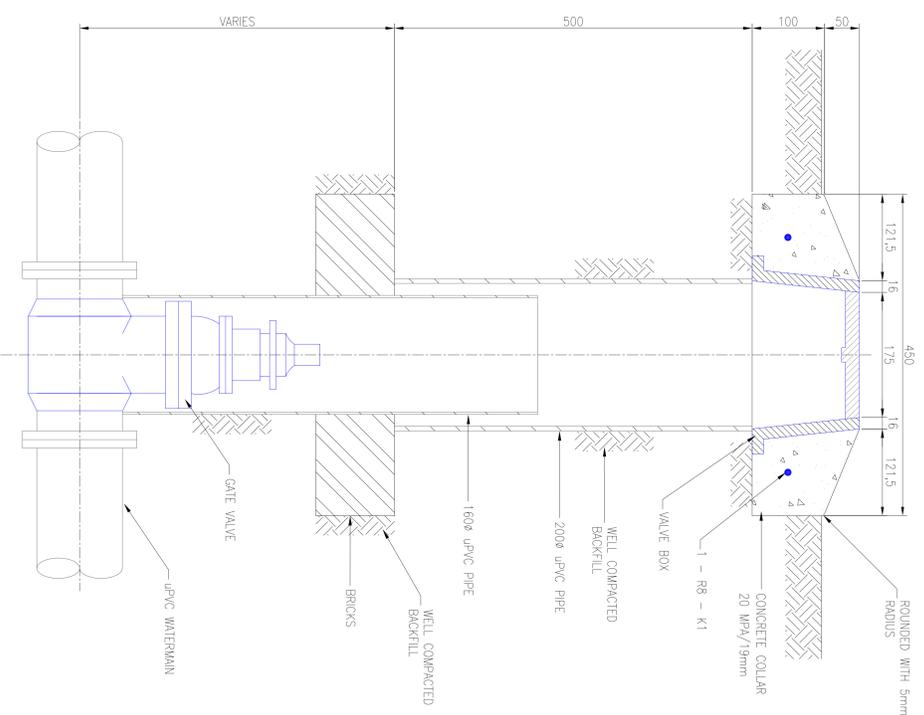
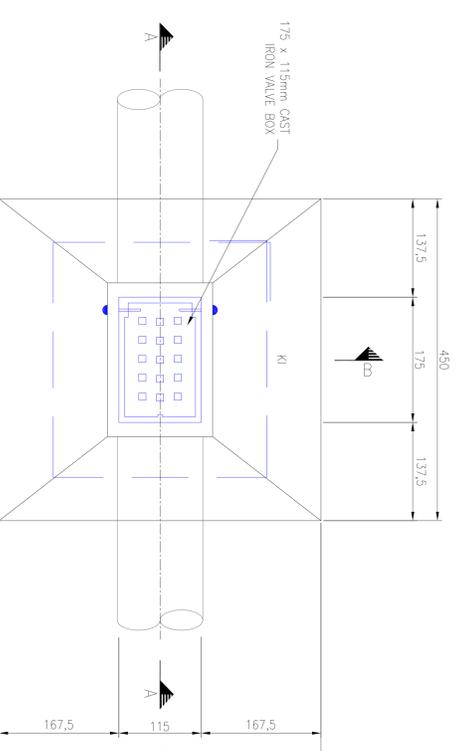


DETAIL 1 (ON 90° BEND)  
 (UNDERGROUND FIRE HYDRANT-(LVT=LONDEN V TREAD)  
 N.T.S.

INSTALL VALVE IF WATERMAIN IS 2000 AND LARGER (MEASURED ELSEWHERE)  
 HYDRANT TEE PIECE (MEASURED ELSEWHERE)



NOTES:



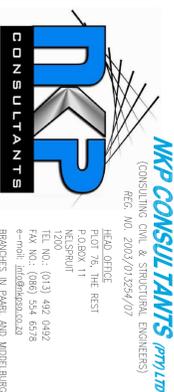
- NOTES:
- 1) VALVE BOXES AND CONCRETE COLLARS MUST BE PAINTED WITH PLYSSON TP-24 (white) PAINT FOR CLOCKWISE CLOSING AND (red) PAINT FOR ANTICLOCKWISE CLOSING VALVES.
  - 2) WHERE VALVE BOXES OCCUR A 400 x 400mm BLUE BLOCK WITH ROAD MARKING PAINT MUST BE FORMED ON THE KERB INDICATING POSITION.
  - 3) THE LETTER 'V' IS TO BE FORMED IN THE CONCRETE KERB TO IDENTIFY THE POSITION OF THE VALVE BOX.
  - 4) BOX LENGTH TO BE PLACED IN THE DIRECTION OF THE PIPE.
  - 5) BOX LENGTH TO BE PLACED IN THE DIRECTION OF THE PIPE.
  - 6) WHERE THE VALVE BOX IS PLACED IN THE ROAD OR PAVEMENT, THE TOP OF THE CONCRETE MUST BE FLAT.

BENDING SCHEDULE

TYPE MARK & SIZE	QTY	CUT LENGTH mm	FORM CODE	A mm	B mm	MASS kg
1 - R8 - K1	1	1-400	60	300	300	0.553

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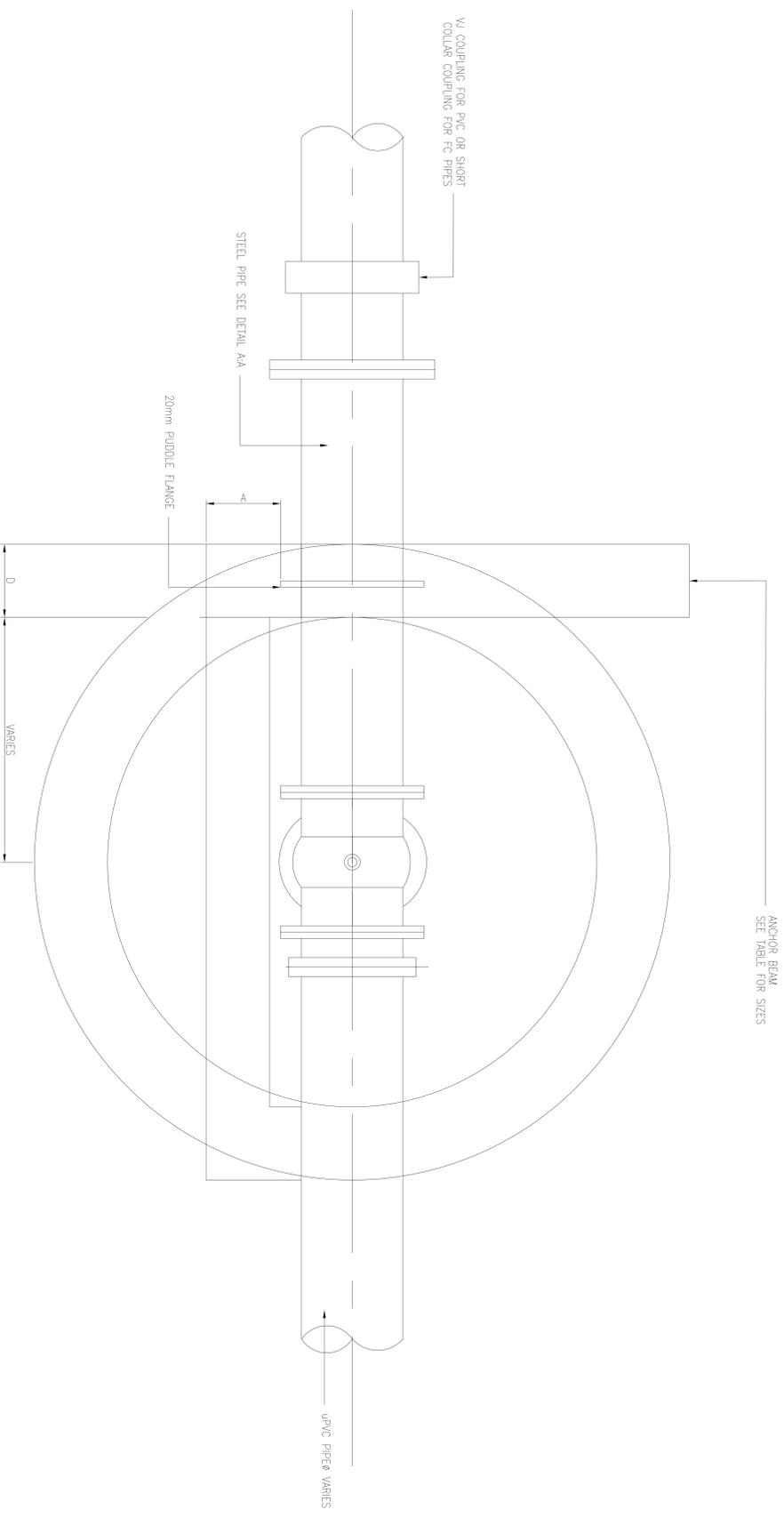


APPROVED ON BEHALF OF NKP SIGNED: DATE: PR. ENG. 20120328

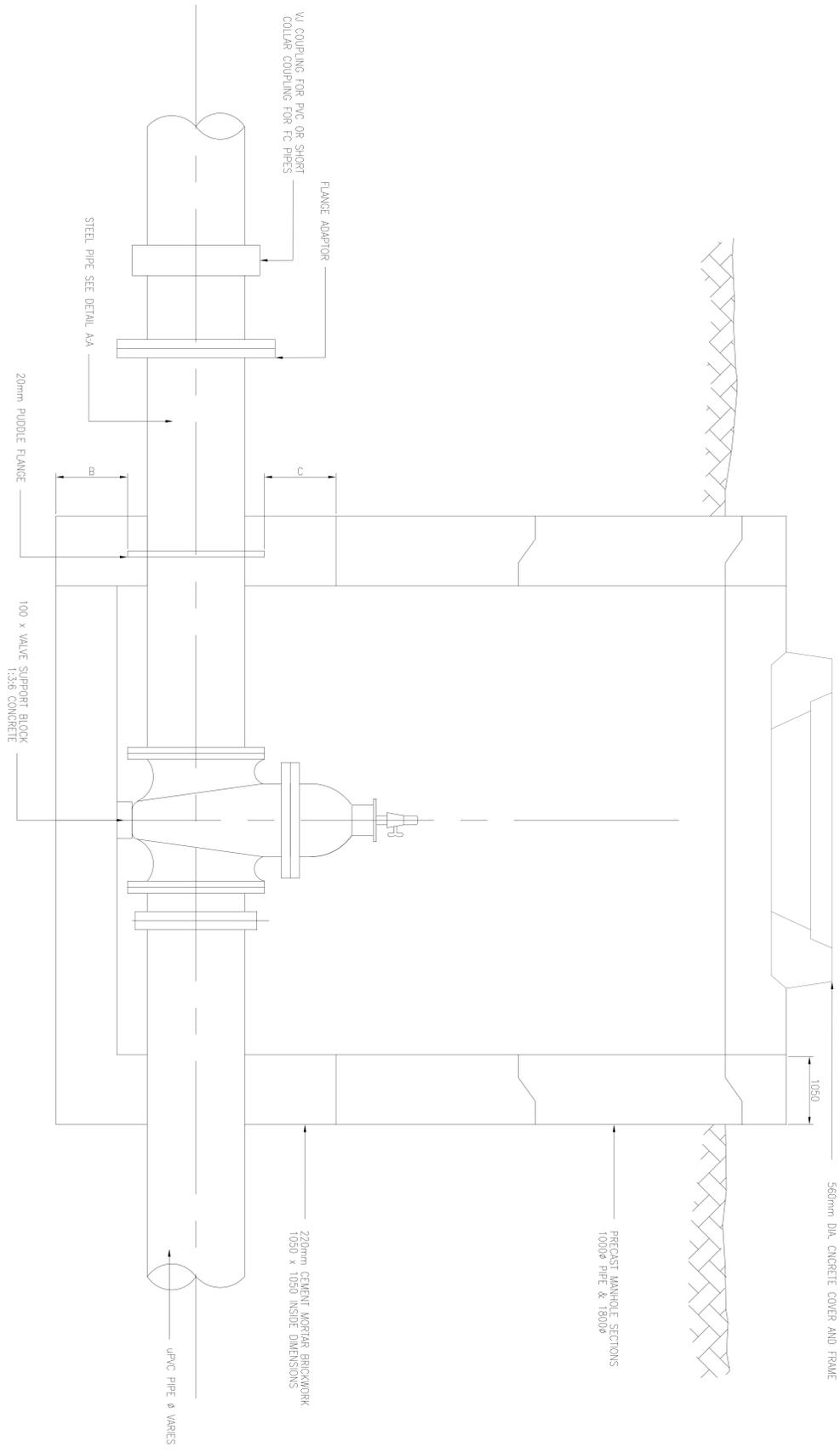
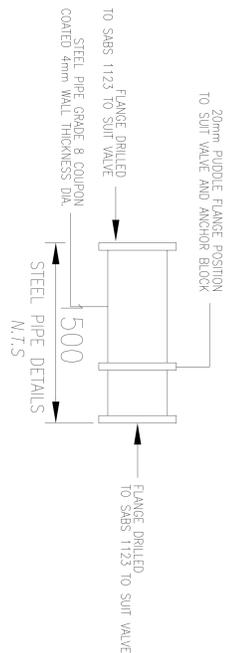
CLIENT: EMALAHLENI LOCAL MUNICIPALITY  
PROJECT TITLE: WATER RETICULATION FOR EMPHELELEWENI - PHASE 2  
DRAWING TITLE: TYPICAL uPVC VALVE CHAMBER (ONLY 75mm DIA)

DESIGNED: JD BOTHA SCALE: 1 : 5  
DRAWN: R VAN ZYL DATE: FEBRUARY 2018  
CHECKED: CJ POTGIETER CONTRACT NO.:  
DRAWING NO: NKP340\_1M003  
REVISION: 00

A MEMBER OF



ANCHOR BEAM DIMENSIONS FOR PIPES EXCEEDING 200mm			
PIPE SIZE > 200 TO 375	450	500	500
A	1000	1000	1200
B	350	350	500
C	500	500	600
D	400	450	550



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**NKP CONSULTANTS (PTY) LTD**  
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 e-mail: info@nkp.co.za  
 BRANCHES IN NAIROBI AND WINDHOEK

CLIENT: EMALAHLENI LOCAL MUNICIPALITY  
 PROJECT TITLE: WATER RETICULATION FOR EMPUMELELEWENI - PHASE 2  
 DRAWING TITLE: TYPICAL uPVC VALVE CHAMBER

DESIGNED: JD BOTHA  
 DRAWN: R VAN ZYL  
 CHECKED: CJ POTGETER  
 DRAWING NO: NKP340\_TW004

SCALE: 1 : 5  
 DATE: FEBRUARY 2018  
 CONTRACT NO: ---

REVISION: 00

– DO NOT HESITATE TO ASK, IF IN DOUBT –

**PORTABLE WATER NOTES:**

- 1) ALL WATER PIPES 1.5m FROM ALL ERF BOUNDARIES & ALIGNMENT ACCORDING TO LONGITUDINAL SECTION.
- 2) ALL WATER PIPES TO BE AS SPECIFIED & INDUSTRIAL PLASTIC (uPVC CLASS 9 WITH INTERLOCKING JOINTS).
- 3) ALL PIPES TO BE Laid ON CLASS 'B' BEDDING.
- 4) ALL WATER HOUSE CONNECTIONS MUST BE INSTALLED BY MEANS OF "FRANKX" 110ø SLEEVES, WHERE ROAD CROSSINGS ARE PRESENT
- 5) FOR VALVE DETAILS & VALVE BOXES REFER TO TYPICAL DWG.
- 6) RESERVOIR T.W.L. = 1031.250m
- 7) ALL PIPES TO BE INSTALLED IN STREET RESERVE ON LOWER SIDE OR AS SHOWN ON LAYOUT.
- 8) ALL FLANGES IN ACCORDANCE WITH SABS 1123 TABLE (1600/3).
- 9) THRUST BLOCKS TO BE PROVIDED AT ALL FITTINGS TO THE DETAILS SHOWN ON TYPICAL DRAWING OR AS INSTRUCTED BY THE ENGINEER.
- 10) ALL PIPES HAVE 1.2m MINIMUM COVER TO FINAL ROAD LEVELS IN ACCORDANCE WITH SABS 0102.
- 11) ALL BENDS TO BE uPVC (CLASS 16) WITH SOCKET ENDS.
- 12) ALL PRESSURE FITTINGS FOR uPVC TO BE MANUFACTURED FROM CAST IRON.
- 13) ALL FITTINGS FOR uPVC PIPES TO BE PROVIDED & MANUFACTURED BY APPROVED COMPANIES, TO SABS STANDARD.
- 14) GATE VALVES SHALL HAVE SOCKET ENDS FOR uPVC PIPING & TO BE THE RESILIENT SEAL TYPE VALVE E.G. AAK OR APPROVED SIMILAR.
- 15) GATE VALVES TO BE RIGHT HAND CLOSING WITH NON-RISING SPINDLES FITTED WITH CAP TOP.
- 16) PAINT MARKINGS ON KERBS:  
RED – ELECTRICITY  
BLUE – WATER SLEEVES, VALVE MARKINGS  
BLACK – STAND BOUNDARY  
GREEN – TELKOM  
YELLOW – HYDRANT MARKINGS

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BRANCHES IN PAARL AND WOLBERG

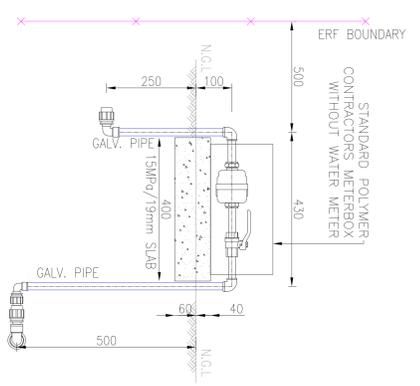
APPROVED ON BEHALF OF NKP SIGNED: DATE: 20120328  
APPROVED ON BEHALF OF NKP SIGNED: DATE: 20120328

CLIENT: EMALAHLENI LOCAL MUNICIPALITY  
PROJECT TITLE: WATER RETICULATION FOR EMPUMPELMENI – PHASE 2

DRAWING TITLE: TYPICAL DETAILS FOR HOUSE CONNECTIONS (DOMESTIC HOUSE HOLDS)

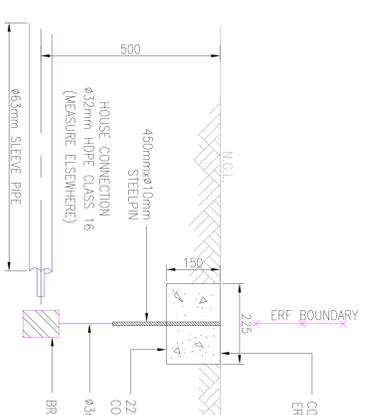
DESIGNED: JD BOTHA SCALE: 1 : 10  
DRAWN: R VAN ZYL DATE: FEBRUARY 2018  
CHECKED: CJ POTGIETER CONTRACT NO.: ---

DRAWING NO: NKP340\_TW005  
REVISION: 00



DETAIL 5  
(TYPICAL DETAIL OF GALV. METER CONNECTION)  
SCALE 1:10

- NOTES: (ERF CONNECTIONS)**
- 1) ENSURE THAT TRENCH FOR WATER HOUSE CONNECTION IS 400mm x 50mm.
  - 2) ALL HOUSE CONNECTION PIPES TO BE HDPE CLASS 16 MIN.
  - 3) ALL FITTINGS TO WATER HOUSE CONNECTIONS TO BE HIGH PRESSURE FITTINGS, SABS APPROVED.
  - 4) HOUSE CONNECTION PIPES UNDER DRIVEWAYS/ROAD/STREET CROSSINGS TO BE 1000mm FROM F.F.L. & PLACED IN A 63mm uPVC CLASS 9 SLEEVE



DETAIL 4  
(TYPICAL DETAIL ERF CONNECTION EXCAVATION)  
SCALE 1:10

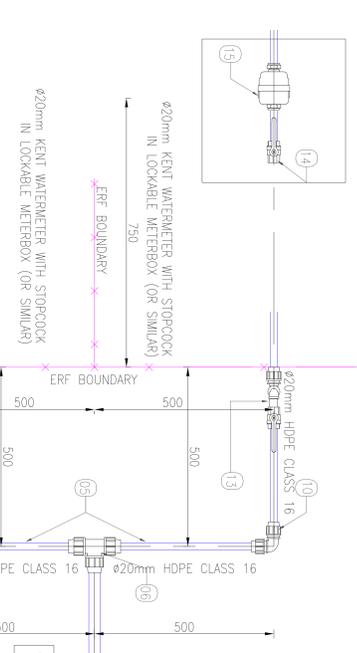
**MAIN BACKFILL:**  
MATERIAL PLACED & COMPACTED TO 90% MOD AASHTO FORMING LAYER FOR VEGETATION GROWTH

**SELECTED FILL MATERIAL:**  
MATERIAL PLACED & COMPACTED TO 93% MOD AASHTO FORMING HOUSE CONNECTION

**PREWORK:**  
NCL. ALL FITTINGS AS PER DETAIL "1" or "2"

**SELECTED GRANULAR BEDDING:**  
MATERIAL PLACED & COMPACTED TO 90% MOD AASHTO FORMING BEDDING TO PIPE

**SPECIAL NOTE:**  
THE CONTRACTOR SHALL SPECIFY I.E. -  
a) NEED TO INSTALL WATERMETER CONNECTION at  
b) ONLY CONNECTION UP TO ERF BOUNDARY WITH BALL VALVE



**CONNECTION PIPE FITTINGS – DOUBLE HOUSE CONNECTION**

ITEM	DESCRIPTION	No. OFF
01	SADDLE (VARIABLE [BY ø32mm] BSP)	01
02	ø32mm (GALV.) SWAGE NIPPLE	01
03	ø32mm BALLSTOP-BALL VALVE (FEMALE ENDS)	01
04	ø20mm x 3/4" MALE BSP 90° ELBOW	01
05	ø20mm HDPE PIPE CLASS 12	VARIES
06	ø20mm x 20mm 90° PLASSON ELBOW	01
07	ø25mm x 1/2" ELBOW WITH FEMALE OFFTAKE	01
08	ø15mm x 1/2" MALE ADAPTOR	01
09	ø15mm HDPE PIPE CLASS 12	VARIES
10	ø15mm x BSP PLASSON FEMALE ELBOW	02
11	20mm (GALV.) PLUG	02
13	1/2" x ø20mm BALLSTOP/BALL VALVE (FEMALE ENDS)	02
14	20mm (GALV.) SWAGE NIPPLE	04
15	ø20mm (METER WITH T.A.L. PIECES PSM No.3) 114mm BODY WITH NON-RETURN VALVE	VARIES

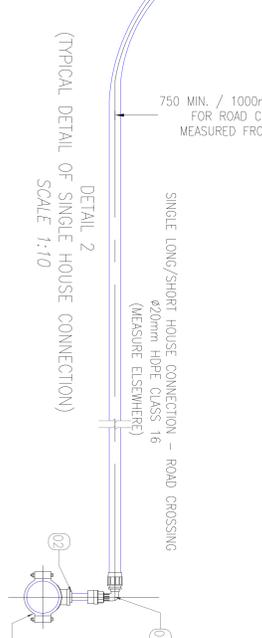


DETAIL 1  
(TYPICAL DETAIL OF DOUBLE HOUSE CONNECTION)  
SCALE 1:10

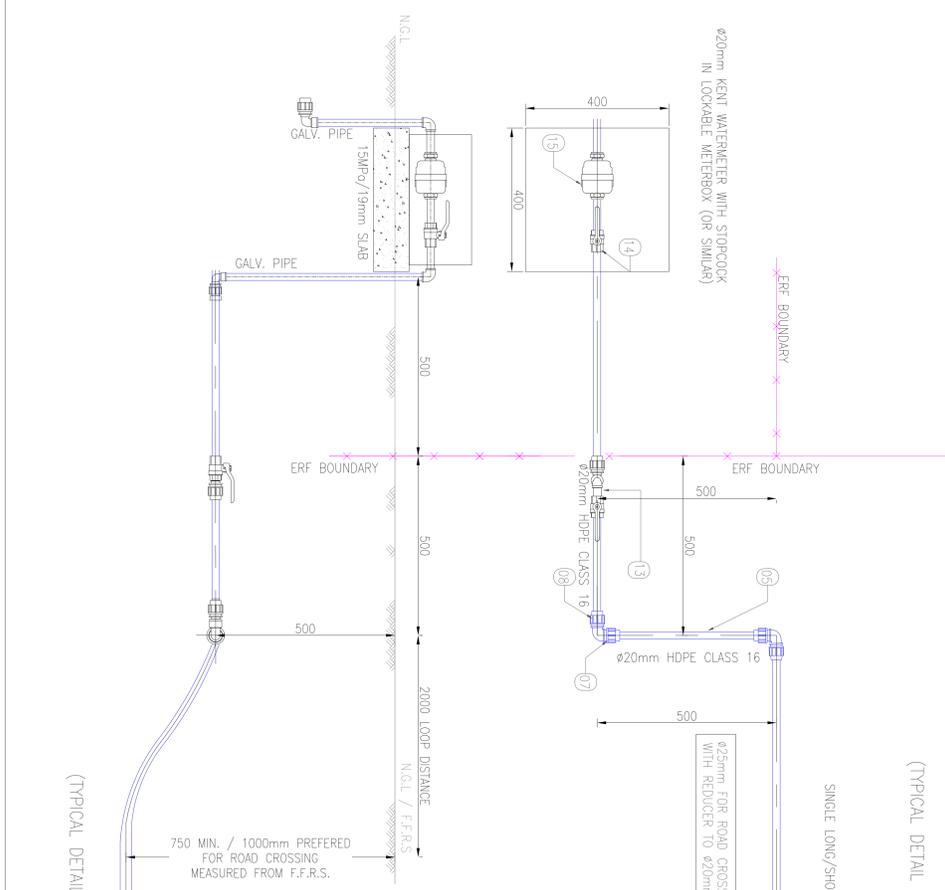
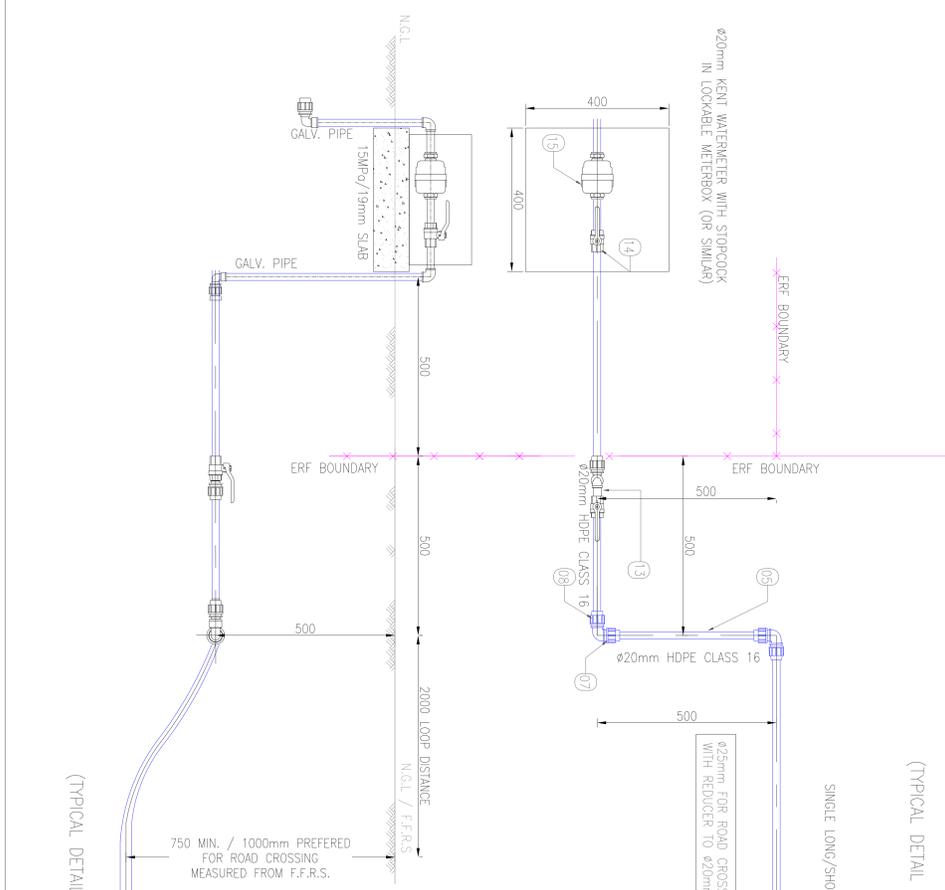


**CONNECTION PIPE FITTINGS – DOUBLE HOUSE CONNECTION**

ITEM	DESCRIPTION	No. OFF
01	SADDLE (VARIABLE [BY 3/4" BSP])	01
02	3/4" (GALV.) NIPPLE	01
03	3/4" BALLSTOP-BALL VALVE (FEMALE ENDS)	01
04	ø20mm x 3/4" MALE BSP 90° ELBOW	01
05	ø20mm HDPE PIPE CLASS 12	VARIES
06	ø20mm x 20mm 90° PLASSON ELBOW	01
07	ø25mm x 1/2" ELBOW WITH FEMALE OFFTAKE	01
08	ø15mm x 1/2" MALE ADAPTOR	01
09	ø15mm HDPE PIPE CLASS 12	VARIES
10	ø15mm x 1/2" BSP PLASSON FEMALE ELBOW	02
11	1/2" (GALV.) PLUG	04
12	1/2" x ø20mm BALLSTOP/BALL VALVE (FEMALE ENDS)	02
13	ø20mm (METER WITH T.A.L. PIECES PSM No.3) 114mm BODY WITH NON-RETURN VALVE	VARIES
14	ø20mm (METER WITH T.A.L. PIECES PSM No.3)	04
15	ø20mm (METER WITH T.A.L. PIECES PSM No.3) 114mm BODY WITH NON-RETURN VALVE	02



DETAIL 2  
(TYPICAL DETAIL OF SINGLE HOUSE CONNECTION)  
SCALE 1:10



**NOTES:-**

- 1) ALL WORK DO BE DONE ACCORDING TO: SABS 1200 DB SABS 1200 L
- 2) ALL WATER PIPES 1,2m FROM ALL ERF BOUNDARIES & ACCORDING TO LAYOUT DRAWING FOR PLACEMENT.
- 3) ALL WATER PIPES SPECIFIED IS OF uPVC CLASS 9, SOCKET ENDS WITH INTERLOCKING JOINTS, OR AS STATED OTHERWISE.
- 4) ALL PIPES TO BE LAID ON CLASS 'B' BEDDING.
- 5) ALL HOUSE/HARD CONNECTIONS & WATERMETERS TO BE INSTALLED ACCORDING TO TYPICAL DRAWING.
- 6) FOR VALVE DETAILS, VALVE BOXES & FIRE HYDRANTS REFER TO TYPICAL DWG.
- 7) ALL PIPES TO BE INSTALLED IN STREET RESERVE ON HIGHER SIDE OR AS SHOWN ON LAYOUT.
- 8) ALL FLANGES IN ACCORDANCE WITH SABS 1123 TABLE (1600/3)
- 9) THRUST BLOCKS TO BE PROVIDED AT ALL FITTINGS TO THE DETAILS SHOWN ON TYPICAL DRAWING OR AS INSTRUCTED BY THE ENGINEER.
- 10) ALL SADDLES HAVE 25mm THREADD.
- 11) ALL PIPES HAVE 12m MINIMUM COVER TO FINAL ROAD LEVELS IN ACCORDANCE WITH SABS 0102.
- 12) ALL BENDS TO BE uPVC (CLASS 16) WITH SOCKET ENDS.
- 13) ALL PRESSURE FITTINGS FOR uPVC TO BE MANUFACTURED FROM CAST IRON.
- 14) ALL FITTINGS FOR uPVC PIPINGS TO BE PROVIDED AND MANUFACTURED BY APPROVED COMPANIES, TO SABS STANDARD.
- 15) SLUICE VALVES SHALL HAVE SOCKET ENDS FOR uPVC PIPING & TO BE THE RESILIENT SEAL TYPE VALVE. E.G. AVM/OSA OR SIMILAR APPROVED.
- 16) VALVES TO BE RIGHT HAND CLOSING, NON-RISING SPRINDLE, FITTED WITH CAP TOP.
- 17) PAINT MARKINGS ON KERBS: MAY: BLUE PAINT MARKING FOR V - VALVE & DISTANCE INDICATED. YELLOW PAINT MARKING FOR: FH - FIRE HYDRANT & DISTANCE INDICATED.
- 18) MASS CONCRETE TO BE 15MPa

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**MKP CONSULTANTS (PTY) LTD**  
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 BRANCHES IN BAHREIN AND MIDDELBURG

APPROVED ON BEHALF OF MKP: \_\_\_\_\_  
 SIGNED: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 PR. ENG. 20120328

CLIENT: EMALAHLENI LOCAL MUNICIPALITY

PROJECT TITLE: WATER RETICULATION FOR EMPUMULELENI – PHASE 2

DRAWING TITLE: TYPICAL DETAILS FOR THRUST BLOCKS ON uPVC RETICULATIONS

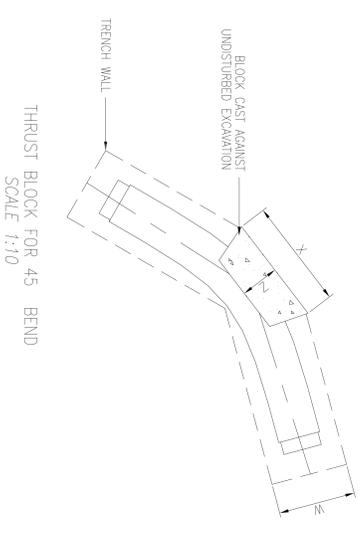
DESIGNED: JD BOTHA  
 SCALE: 1 : 1

DRAWN: R VAN ZYL  
 DATE: FEBRUARY 2018

CHECKED: CJ POTCIETER  
 CONTRACT NO: -----

DRAWING NO: NKP340-1W006

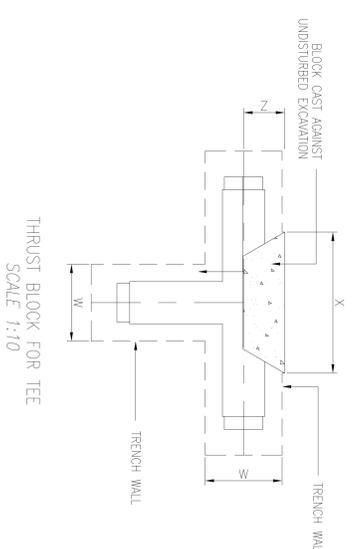
REVISION: 00



THRUST BLOCK FOR 45 BEND  
SCALE 1:10

NOMINAL DEPTH OF DIAMETER BLOCK	MAXIMUM TESTING PRESSURE			
φ (mm) D (mm)	900 kPa	1350 kPa	1800 kPa	2250 kPa
300	0,49	0,50	0,74	0,80
350	0,34	0,50	0,51	0,70
400	0,22	0,40	0,33	0,50
450	0,13	0,20	0,17	0,25
500	0,06	0,10	0,09	0,11
600	0,03	0,05	0,05	0,06
750	0,02	0,02	0,02	0,03

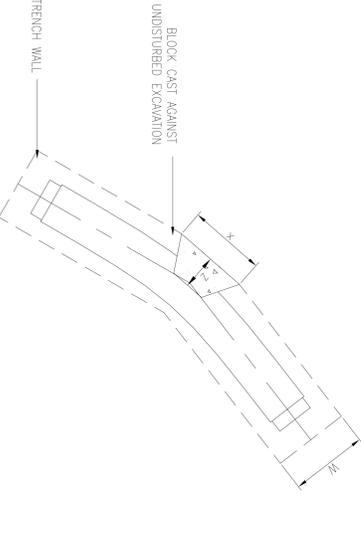
1. THIS TABLE IS VALID FOR 100kPa EARTH BEARING PRESSURE
2. X = THE WIDTH OF THE THRUST BLOCK
3. X = DIMENSION MAY BE REDUCED FOR HIGHER EARTH BEARING PRESSURES
4. X = SHALL BE 150mm MINIMUM
5. W = TRENCH WIDTH
6. D = DEPTH OF THE THRUST BLOCK
7. Z = SHALL BE THE MINIMUM OF X/2 OR W/2
8. HALF THE DEPTH OF THE BLOCK SHALL BE BELOW THE PIPE AXIS
9. KEEP COUPLINGS AND FLANGES 25mm CLEAR FROM CONCRETE



THRUST BLOCK FOR TEE  
SCALE 1:10

NOMINAL DEPTH OF DIAMETER BLOCK	MAXIMUM TESTING PRESSURE			
φ (mm) D (mm)	900 kPa	1350 kPa	1800 kPa	2250 kPa
300	0,64	0,80	0,96	1,100
350	0,44	0,50	0,67	0,90
400	0,29	0,40	0,43	0,57
450	0,16	0,20	0,24	0,32
500	0,07	0,10	0,11	0,14
600	0,04	0,06	0,06	0,08
750	0,02	0,03	0,03	0,04

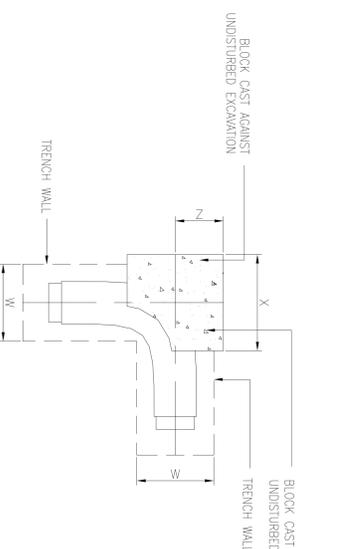
1. THIS TABLE IS VALID FOR 100kPa EARTH BEARING PRESSURE
2. X = THE WIDTH OF THE THRUST BLOCK
3. X = DIMENSION MAY BE REDUCED FOR HIGHER EARTH BEARING PRESSURES
4. X = SHALL BE 150mm MINIMUM
5. W = TRENCH WIDTH
6. D = DEPTH OF THE THRUST BLOCK
7. Z = SHALL BE THE MINIMUM OF X/2 OR W/2
8. HALF THE DEPTH OF THE BLOCK SHALL BE BELOW THE PIPE AXIS
9. KEEP COUPLINGS AND FLANGES 25mm CLEAR FROM CONCRETE



THRUST BLOCK FOR 22,5° AND 11,25° BEND  
SCALE 1:10

NOMINAL DEPTH OF DIAMETER BLOCK	MAXIMUM TESTING PRESSURE			
φ (mm) D (mm)	900 kPa	1350 kPa	1800 kPa	2250 kPa
300	0,25	0,30	0,38	0,50
350	0,18	0,20	0,26	0,35
400	0,11	0,12	0,17	0,22
450	0,06	0,07	0,09	0,13
500	0,04	0,04	0,04	0,06
600	0,03	0,03	0,03	0,03
750	0,02	0,02	0,02	0,02

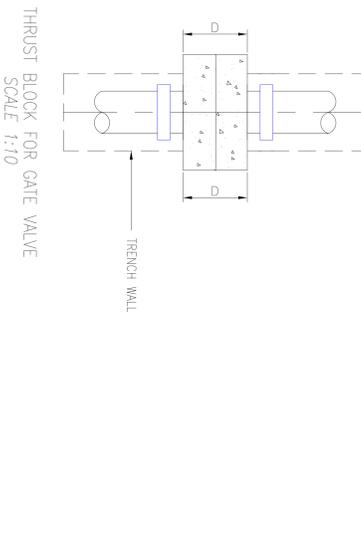
1. THIS TABLE IS VALID FOR 100kPa EARTH BEARING PRESSURE
2. X = THE WIDTH OF THE THRUST BLOCK
3. X = DIMENSION MAY BE REDUCED FOR HIGHER EARTH BEARING PRESSURES
4. X = SHALL BE 150mm MINIMUM
5. W = TRENCH WIDTH
6. D = DEPTH OF THE THRUST BLOCK
7. Z = SHALL BE THE MINIMUM OF X/2 OR W/2
8. HALF THE DEPTH OF THE BLOCK SHALL BE BELOW THE PIPE AXIS
9. KEEP COUPLINGS AND FLANGES 25mm CLEAR FROM CONCRETE



THRUST BLOCK FOR 90° BEND  
SCALE 1:10

NOMINAL DEPTH OF DIAMETER BLOCK	MAXIMUM TESTING PRESSURE			
φ (mm) D (mm)	900 kPa	1350 kPa	1800 kPa	2250 kPa
300	0,90	1,150	1,35	1,550
350	0,63	0,80	0,94	1,290
400	0,40	0,50	0,60	1,000
450	0,23	0,30	0,34	0,46
500	0,10	0,12	0,15	0,20
600	0,06	0,07	0,09	0,12
750	0,03	0,04	0,04	0,05

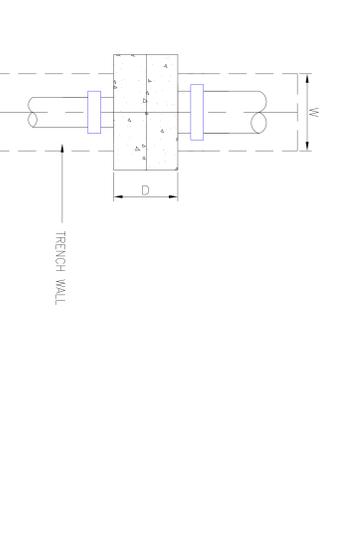
1. THIS TABLE IS VALID FOR 100kPa EARTH BEARING PRESSURE
2. X = THE WIDTH OF THE THRUST BLOCK
3. X = DIMENSION MAY BE REDUCED FOR HIGHER EARTH BEARING PRESSURES
4. X = SHALL BE 150mm MINIMUM
5. W = TRENCH WIDTH
6. D = DEPTH OF THE THRUST BLOCK
7. Z = SHALL BE THE MINIMUM OF X/2 OR W/2
8. HALF THE DEPTH OF THE BLOCK SHALL BE BELOW THE PIPE AXIS
9. KEEP COUPLINGS AND FLANGES 25mm CLEAR FROM CONCRETE



THRUST BLOCK FOR GATE VALVE  
SCALE 1:10

NOMINAL DEPTH OF DIAMETER BLOCK	MAXIMUM TESTING PRESSURE			
φ (mm) D (mm)	900 kPa	1350 kPa	1800 kPa	2250 kPa
300	0,64	0,80	0,96	1,150
350	0,45	0,50	0,67	0,80
400	0,29	0,40	0,43	0,57
450	0,16	0,20	0,24	0,32
500	0,07	0,10	0,11	0,14
600	0,04	0,06	0,06	0,08
750	0,02	0,03	0,03	0,04

1. THIS TABLE IS VALID FOR 100kPa EARTH BEARING PRESSURE
2. X = THE WIDTH OF THE THRUST BLOCK
3. X = DIMENSION MAY BE REDUCED FOR HIGHER EARTH BEARING PRESSURES
4. X = SHALL BE 150mm MINIMUM
5. W = TRENCH WIDTH
6. D = DEPTH OF THE THRUST BLOCK
7. Z = SHALL BE THE MINIMUM OF X/2 OR W/2
8. HALF THE DEPTH OF THE BLOCK SHALL BE BELOW THE PIPE AXIS
9. KEEP COUPLINGS AND FLANGES 25mm CLEAR FROM CONCRETE

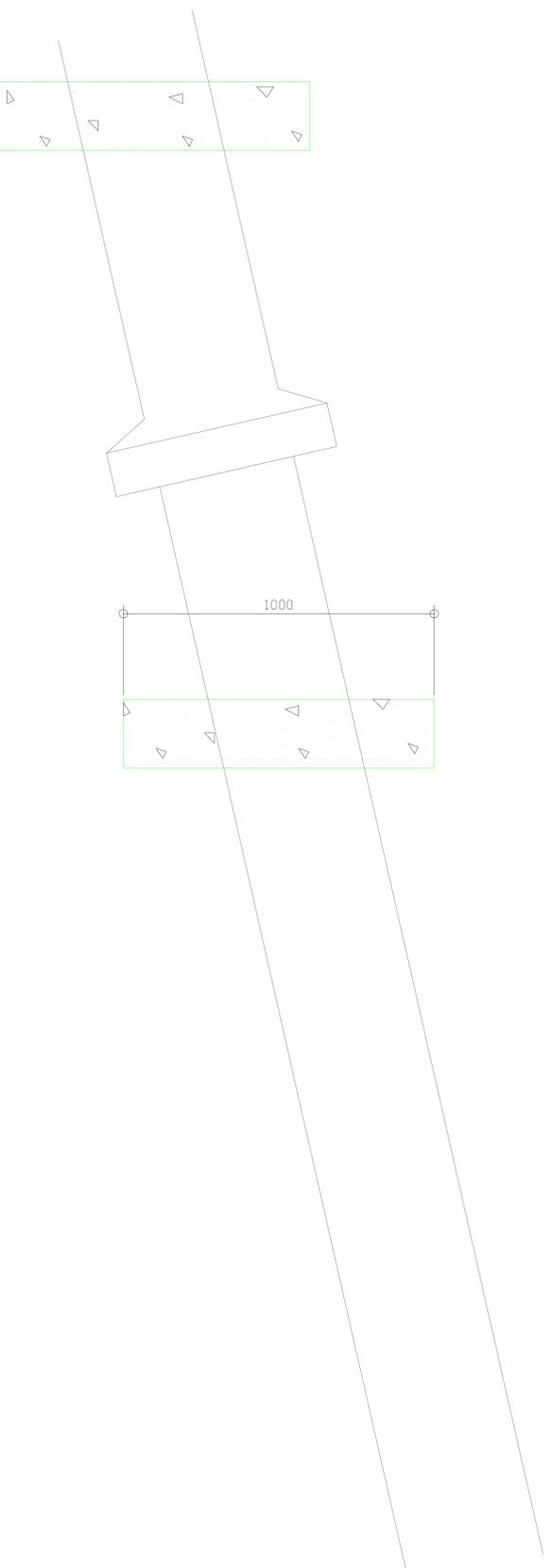
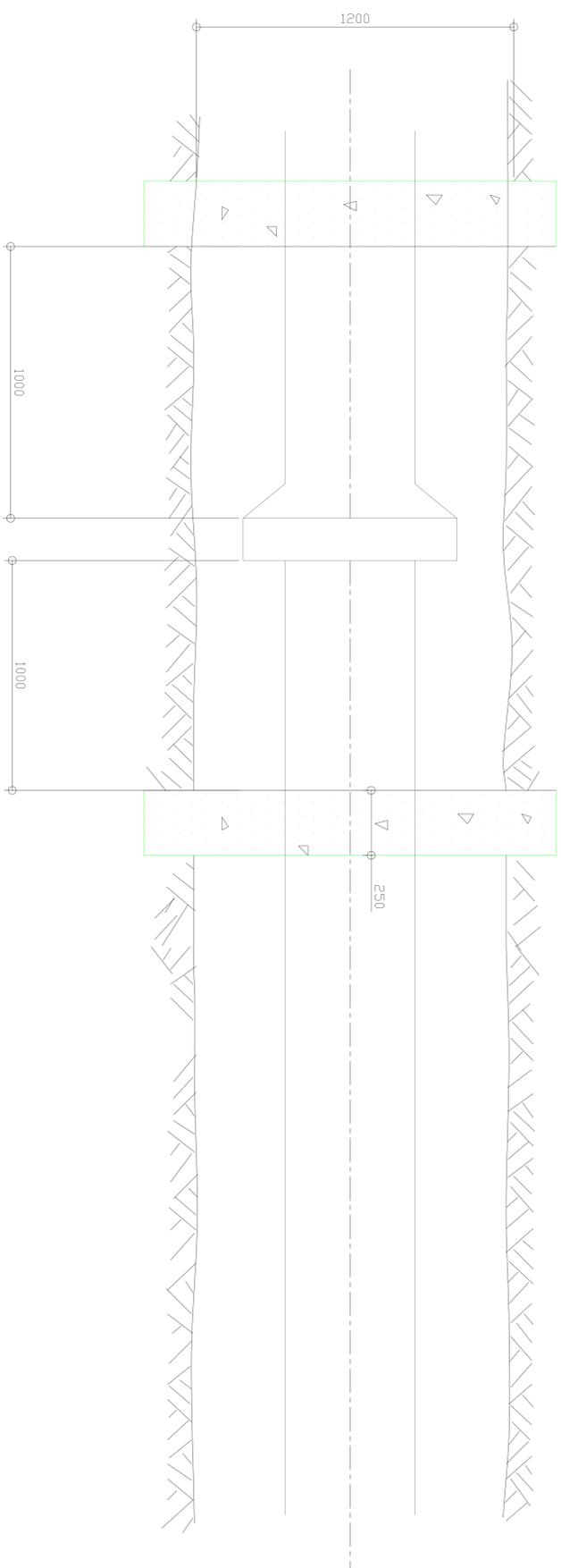


THRUST BLOCK FOR REDUCER  
SCALE 1:10

NOMINAL DIAMETER	DEPTH OF BLOCK			
φ (mm)	900 kPa	1350 kPa	1800 kPa	2250 kPa
300	750	900	1,050	1,200
350	500	600	700	800
400	350	400	450	500
450	250	300	350	400
500	200	250	300	350
600	150	200	250	300
750	100	150	200	250

1. THIS TABLE IS VALID FOR 100kPa EARTH BEARING PRESSURE
2. X = THE WIDTH OF THE THRUST BLOCK
3. X = DIMENSION MAY BE REDUCED FOR HIGHER EARTH BEARING PRESSURES
4. X = SHALL BE 150mm MINIMUM
5. W = TRENCH WIDTH
6. D = DEPTH OF THE THRUST BLOCK
7. Z = SHALL BE THE MINIMUM OF X/2 OR W/2
8. HALF THE DEPTH OF THE BLOCK SHALL BE BELOW THE PIPE AXIS
9. KEEP COUPLINGS AND FLANGES 25mm CLEAR FROM CONCRETE

ON RECEIPT OF REVERSED DRAWING, DESTROY PREVIOUS DRAWING  
NOTES:



ANCHOR BLOCKS (1200 X 1000 X 250) 2 PER PIPE  
N.T.S.

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BRANCHES IN PAARL AND MANDERBACH

APPROVED ON BEHALF OF NKP SIGNED: DATE: PR. ENG. 20120328

CLIENT: EMALAHLENI LOCAL MUNICIPALITY

PO BOX 3  
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1909

TEL: 013 690 1911  
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PROJECT TITLE: WATER RETICULATION FOR EMPHLELENI - PHASE 2

DRAWING TITLE: TYPICAL DETAILS ANCHOR BLOCKS

DESIGNED: JD BOTHA SCALE: N.T.S.

DRAWN: R VAN ZYL DATE: FEBRUARY 2018

CHECKED: CJ POTGIETER CONTRACT NO.: - - - - -

DRAWING NO: NKP340\_TW007

REVISION: 00

# THE NATIONAL TREASURY

Republic of South Africa



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## GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

July 2010

## TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information inspection
6. Patent Rights
7. Performance security
8. Inspections, tests and analyses
9. Packing
10. Delivery and documents
11. Insurance
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## General Conditions of Contract

### 1. Definitions

1. The following terms shall be interpreted as indicated:
  - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
  - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
  - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
  - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
  - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
  - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
  - 1.7 "Day" means calendar day.
  - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
  - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
  - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the goods are so delivered and a valid receipt is obtained.
  - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the goods covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price, which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the

supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.

- 1.25 "Supplier" means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
- 1.26 "Tort" means in breach of contract.
- 1.27 "Turnkey" means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
- 1.28 "Written" or "in writing" means hand-written in ink or any form of electronic or mechanical writing.

## **2. Application**

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific goods, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

## **3. General**

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 Invitations to bid are usually published in locally distributed news media and on the municipality/municipal entity website.

## **4. Standards**

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

## **5. Use of contract documents and information inspection**

- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall

extend only so far as may be necessary for purposes of such performance.

- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

## **6. Patent Rights**

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 6.2 When a supplier developed documentation / projects for the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

## **7. Performance security**

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
  - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque.
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

**8. Inspections, tests and analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that goods to be produced or services to be rendered should at any stage be subject to inspections, tests and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or organization acting on behalf of the purchaser.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Goods and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract goods may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods, which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

**9. Packing**

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size

weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent instructions ordered by the purchaser.

**10. Delivery and documents**

10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the supplier in accordance with the terms specified in the contract.

**11. Insurance**

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

**12. Transportation**

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified.

**13. Incidental Services**

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

**14. Spare parts**

14.1 As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and;
- (b) in the event of termination of production of the spare parts:
  - (i) advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
  - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

## **15. Warranty**

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise.
- 15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

## **16. Payment**

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated.

#### **17. Prices**

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

#### **18. Variation orders**

18.1 In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

#### **19. Assignment**

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

#### **20. Subcontracts**

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

#### **21. Delays in the supplier's performance**

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the goods are required, or the supplier's services are not readily available.

21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of penalties.

21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling the contract, be entitled to purchase goods of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

## **22. Penalties**

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

## **23. Termination for default**

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgement of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

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- 23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.
- 23.5 . Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchaser actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
  - (ii) the date of commencement of the restriction
  - (iii) the period of restriction; and
  - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.7 . If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website

**24. Anti-dumping and countervailing duties and rights**

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the supplier to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier in regard to goods or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

**25. Force Majeure**

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination for insolvency**

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of Disputes**

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Notwithstanding any reference to mediation and/or court proceedings herein,

- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

## **28. Limitation of Liability**

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

## **29. Governing language**

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

## **30. Applicable law**

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

## **31. Notices**

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

## **32. Taxes and duties**

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.
- 32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.
- 33. Transfer of contracts**
- 33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereof without the written permission of the purchaser
- 34. Amendment of contracts**
- 34.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.
- 35. Prohibition of restrictive practices**
- 35.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding.
- 35.2 If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No 89 Of 1998.
- 35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.